

# LOUISIANA DEPARTMENT OF PUBLIC SAFETY & CORRECTIONS



Annual Report  
2009-2010

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## Mission, Vision & Goals

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# Mission, Vision and Goals

*The mission of corrections services is to enhance public safety through the safe and secure incarceration of offenders, effective probation/parole supervision, and proven rehabilitative strategies that successfully reintegrate offenders into society, as well as to assist individuals and communities victimized by crime.*

## *Vision*

To focus on the primary outcome of safer communities and public safety through safe and secure incarceration of offenders, effective probation and parole supervision, and reentry strategies proven to successfully reintegrate offenders into society.

## *Goals and Priorities*

Goals and Priorities are built around the Department's commitment to public safety and rehabilitation and serve to guide our performance.

## *Staff and Offender Safety*

We provide for the safety of staff and offenders by maintaining an organized and disciplined system of operations which enhance the stability of all programs. All employees are provided training on the principles of the Code of Ethics of the American Correctional Association to demonstrate our commitment to professional and compassionate service.

## *Provision of Basic Services*

We provide basic services relating to adequate food, clothing, and shelter. We are further committed to delivering cost effective, quality health care services that maintain basic health and quality mental health services that contribute to the offender's satisfactory prison adjustment, to diminish public risk presented by offenders upon release.

## *Opportunity for Change*

We promote moral rehabilitation through program participation which provides an offender the environment and opportunity for positive behavior change. This will be accomplished by making or identifying educational and rehabilitative opportunities available within the institution, or in the community for offenders under supervision, who demonstrate motivation for change and the desire to participate in such programs.

## *Opportunity for Making Amends*

Through the availability of opportunities for making restitution and participating in community restorative justice initiatives, offenders are provided a mechanism to compensate individuals and communities harmed by crime.

## *Reentry*

We are committed to developing partnerships throughout our communities to include victims, relevant groups, and public and private agencies. We recognize the importance of the role of the community, the victim, and the offender in a successful criminal justice system. By using evidence-based practices, we will increase an offender's compliance with conditions of parole supervision and their ability to reintegrate, which will result in safely reducing recidivism among Louisiana parolees and probationers.

# Secretary of Corrections



## JAMES M. LE BLANC

Secretary of the Louisiana Department of  
Public Safety and Corrections,  
Correction Services

offer additional regional reentry programming for male offenders. The Northwest Regional Reentry Program (Caddo Parish Prison) started classes in July 2009 and the Southeast Regional Reentry Program (Orleans Parish Prison) began programming in April 2010.

- The conversion of Steve Hoyle Rehabilitation Center to the Louisiana Transition Center for Women (LTCW), in partnership with Madison Parish Sheriff Larry Cox. LTCW offers reentry programming for female offenders releasing from parish jails.
- The designation of DSP&C Headquarters as an official office of the Louisiana Office of Motor Vehicles to produce identifications for releasing offenders to ease the transition back to their communities to look for employment and apply for needed services.
- The replacement of manned towers at some state correctional facilities with an increased use of cameras and other technology to reduce personnel and overtime costs, while maintaining public safety.
- Privatization of pharmacy operations and medications at most state facilities.

The Louisiana Department of Public Safety and Corrections – Corrections Services (DPS&C) is pleased to provide the 2009-2010 Annual Report, detailing agency operations from July 1, 2009 through June 30, 2010.

Corrections Services employees made significant contributions to the state of Louisiana in FY 10, despite challenging budget times. I am very proud of their hard work and flexibility during that time and with our current and upcoming fiscal years which present even more difficult challenges.

In FY 10, DPS&C joined other state agencies in implementing cost-saving measures while maintaining our core mission of public safety and promoting offender reentry initiatives in order to reduce recidivism and promote savings from reduced incarceration.

- The closure of Steve Hoyle Rehabilitation Center (SHRC) in Tallulah as a state correctional facility. The substance abuse program at SHRC was relocated to Forcht Wade Correctional Facility.
- The consolidation of skilled nursing units, reception and diagnostic centers for male offenders and the IMPACT program (previously at both Elayn Hunt Correctional Center and Forcht Wade Correctional Center) to Elayn Hunt Correctional Center.
- The transition of Forcht Wade Correctional Center to a substance abuse facility offering varied levels of programming, depending on the offender's circumstances and sentence length, with an aftercare component.
- Expansion of local-level partnerships with sheriffs to

DPS&C took many more steps to live within the budget reality and I commend our employees at all levels for adjusting. It's what taxpayers have to do when their own personal finances demand a change. State government is no different.

I hope the Annual Report gives you some insight as to the enormity and complexity of operations at both state correctional facilities and community corrections (Probation and Parole). We are charged with the custody and/or supervision of more than 104,000 individuals. It's an enormous responsibility and one the dedicated employees of this Department take seriously.

A handwritten signature in dark ink, appearing to read 'J M Le Blanc', written in a cursive style.



# *Agency Overview*



*Louisiana Department of Public Safety & Corrections*  
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# Organizational Structure

The Secretary is appointed by the Governor and is responsible for the functioning and control of all programs within the Department of Public Safety and Corrections, Corrections Services. The Deputy Secretary, Undersecretary, and Assistant Secretary are also gubernatorial appointees. The Secretary formulates rules and regulations and determines policy regarding management, personnel, and total operations. He leads and supports staff, who are charged with carrying out the work of the agency.



## ***Sheryl Ranatza-Deputy Secretary***

The Deputy Secretary is responsible for special duties and functions assigned by the Secretary. On-going duties include oversight responsibility for Legal Services, Policy Development and Review, Crime Victim Services, the agency's Internal Audit unit, and broad oversight responsibility for the Assistant Secretary and functions of the Office of Offender Reentry. Also primary among the Deputy Secretary's duties, direction and coordination of the Department's Critical Incident Stress Management response, support and facilitation of the Risk Review and Sex Offender Assessment Panels, and involvement in all operational aspects of the Department.



## ***Thomas Bickham-Under Secretary***

Under the authority of the Undersecretary, the Office of Management and Finance provides management support to all units in activities involving fiscal management, grant administration, budget, information & technology services, facilities services, procurement and contractual review, human resources, food services, and the Division of Prison Enterprises. The Undersecretary serves as Chief of Staff for Headquarters operations.



## ***Whalen Gibbs-Assistant Secretary***

The Assistant Secretary has broad oversight responsibility for the Division of Probation and Parole and primary administrative responsibility for the Office of Offender Reentry. A primary focus of Reentry is to achieve a more systematic approach that ensures a continuous transition of offender treatment and training from reception through the completion of probation/parole supervision in the community. As part of the Department's reentry initiative, the Assistant Secretary also has supervisory and oversight responsibility for the Department's Offender Education and Occupational Training programs.



## ***Jeff Travis-Chief Of Operations***

The Chief of Operations has broad oversight responsibility for the Office of Adult Services, employee training programs, offender health care delivery system, and other program areas. The Chief of Operations oversees compliance with the Basic Jail Guidelines established by the Department and the Louisiana Sheriffs Association in over 100 local jail facilities, which house state offenders. The Chief of Operations also directs institutional ACA compliance monitoring teams, oversees the offender grievance and disciplinary processes, and offender transitional work program programs.

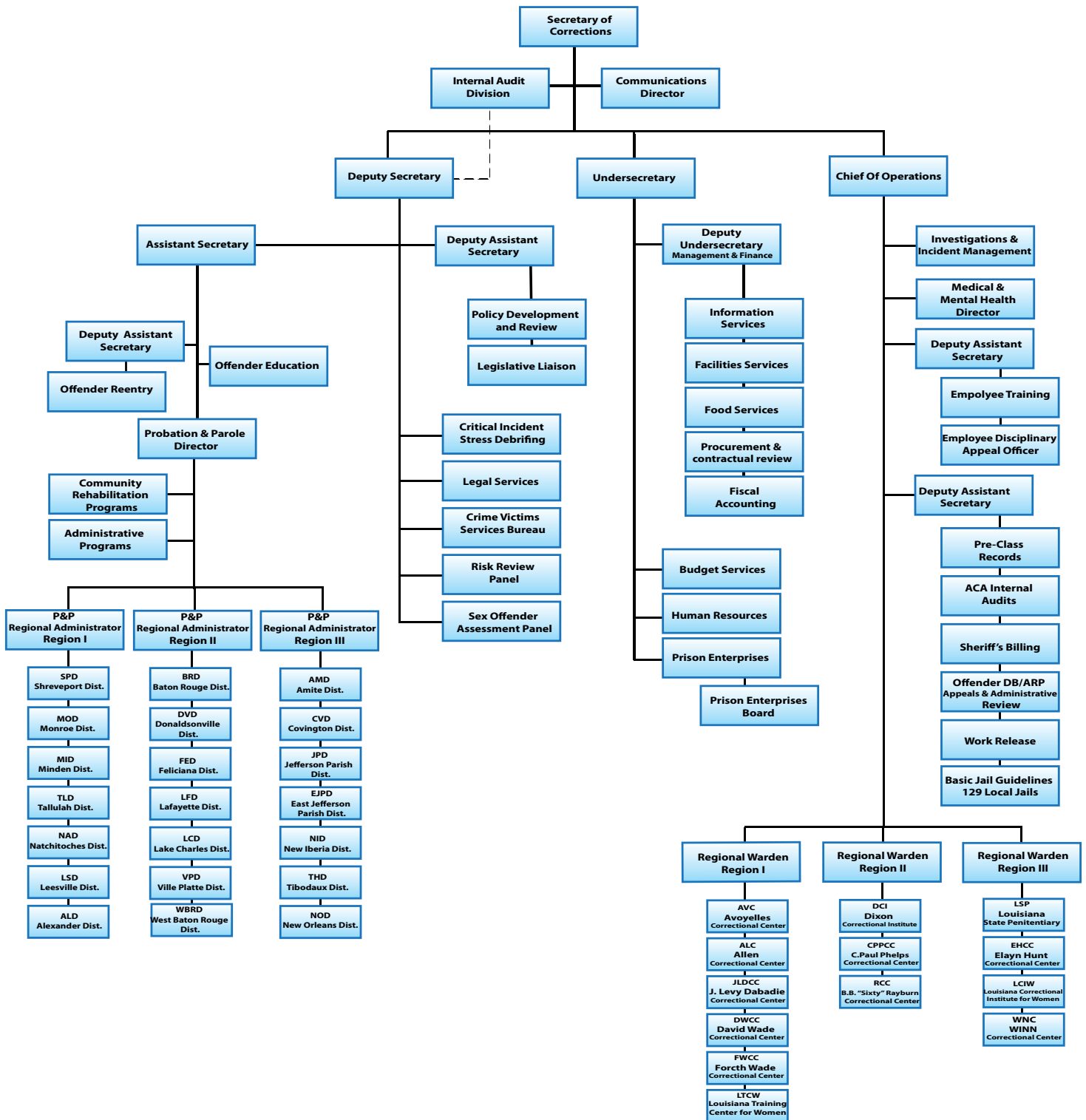
# Leadership Team/Executive Staff

*The Secretary is responsible for the overall management and supervision of departmental operations. The agency's central office is located in Baton Rouge, Louisiana. The Department's basic organizational structure clearly designates the lines of responsibility and authority. This structure, leadership and training, recruitment and retention strategies, information technology, and physical assets are all critical toward the effective achievement of the Department's mission. The Secretary meets on a regular basis to discuss and coordinate system-wide operations with central office personnel, the Leadership Team, facility Wardens, the Director of Prison Enterprises (Correctional Industries), and the Director of Probation and Parole (Community Corrections).*





# Organizational Chart

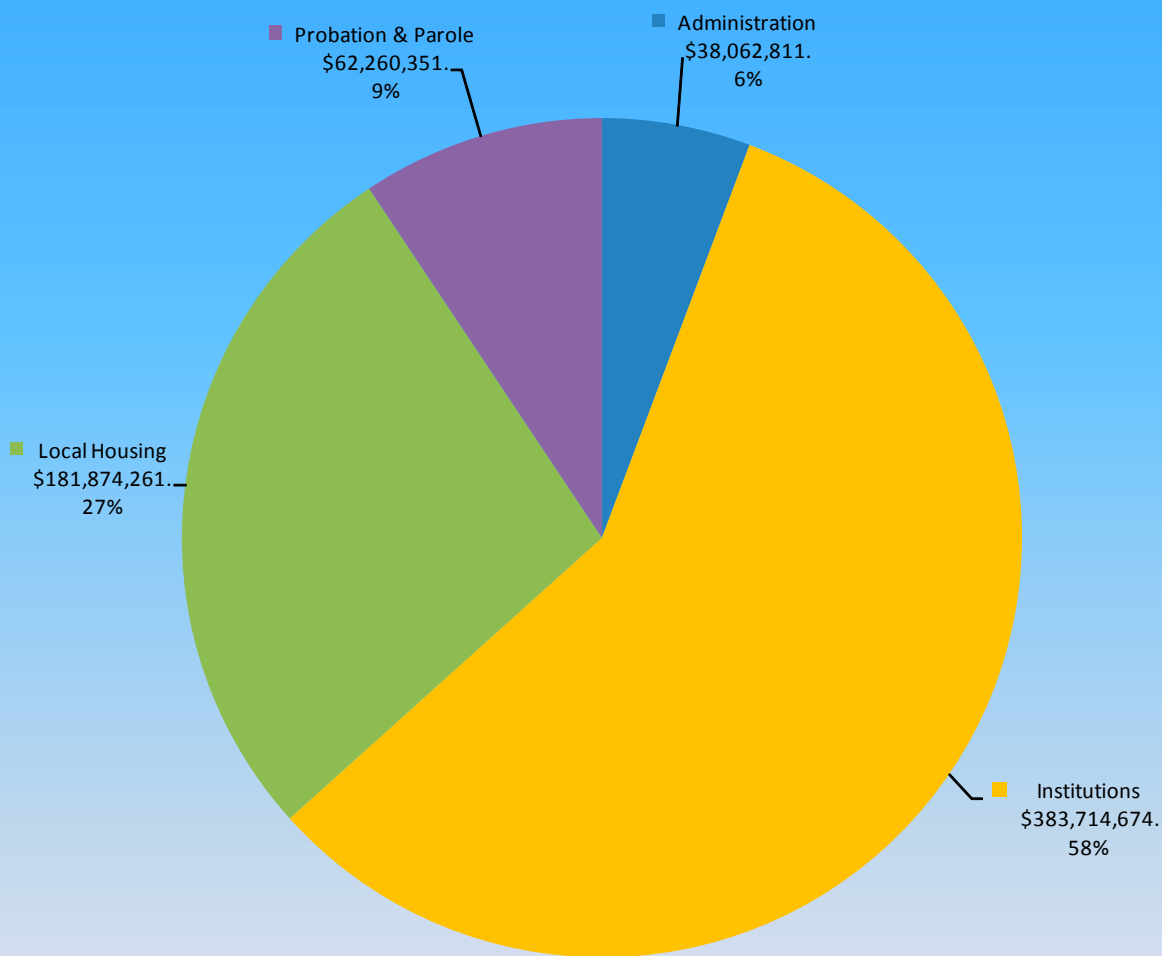


# Financial Summary

## Operating Budget for Fiscal Year 2010

Total Operating Budget \$665,912,097

Source: Briefing Book July 2010



# Staff Demographics

## Agency Overview

### Staff Demographics

#### DOC Staff by Gender

|        |      |     |
|--------|------|-----|
| Male   | 3205 | 55% |
| Female | 2577 | 45% |

#### Age Categories\*

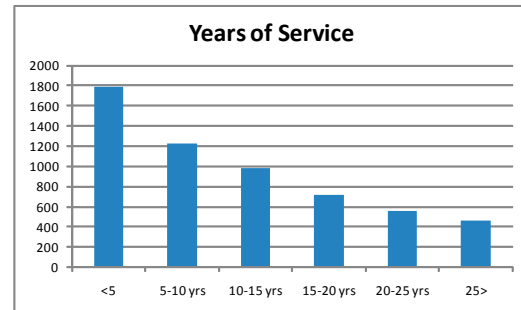
|               |             |     |
|---------------|-------------|-----|
| Age 60 & Over | 446         | 8%  |
| Age 50-59     | 1408        | 24% |
| Age 40-49     | 1727        | 30% |
| Age 30-39     | 1286        | 22% |
| Age 18-29     | 915         | 16% |
| <b>Total</b>  | <b>5782</b> |     |

\*Includes part-time staff.

#### DOC Staff

|                            |             |
|----------------------------|-------------|
| Institutions               | 4703        |
| Probation & Parole         | 808         |
| Headquarters               | 164         |
| Prison Enterprises         | 71          |
| <b>Total DOC Employees</b> | <b>5746</b> |

### Years of Service Breakdown

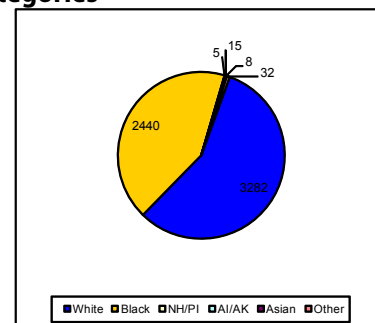


#### Race Categories\*

|       |      |     |
|-------|------|-----|
| White | 3282 | 57% |
| Black | 2440 | 42% |
| NH/PI | 5    | 0%  |
| AI/AK | 15   | 0%  |
| Asian | 8    | 0%  |
| Other | 32   | 1%  |

\*Includes part-time staff.

#### Race Categories



# Prison Demographics

## Agency Overview

### Prison Demographics

**Total Population** 39,822

**Average Cost in FY10 to House Each Offender** \$38.50

#### Gender

**Male** 94%

**Female** 7%

#### Race

**White** 30%

**Black** 70%

## Type of Offenses

**Violent Crimes** 40%

**Drug Crimes** 29%

**Property Crimes** 18%

**All Other Crimes** 12%

**Average Sentence Length** 13.3 Yrs

**Average Time Served** 4.6 Yrs

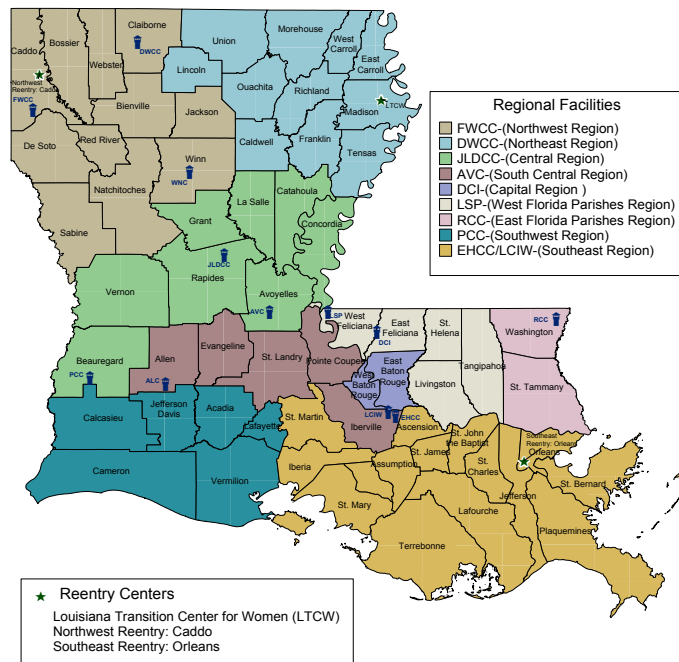
**Average Age of Population** 34.9 Yrs

## Total Offender Population

**State Prisons** 18,963 48%

**Local Jails\*** 19,827 52%

*\*Includes Transitional Work Program (1,032).*





# Probation & Parole Demographics

## Agency Overview

### Probation & Parole Demographics

#### Total Field Cases

Active Supervision 67,518

#### Gender

|        | Probation | GTPS** | Parole |
|--------|-----------|--------|--------|
| Male   | 75%       | 90%    | 86%    |
| Female | 25%       | 10%    | 14%    |

#### Race

|       | Probation | GTPS | Parole |
|-------|-----------|------|--------|
| White | 47%       | 33%  | 44%    |
| Black | 52%       | 66%  | 55%    |
| Other | 1%        | 1%   | 1%     |

## Type of Offenses

|                  | Probation | GTPS | Parole |
|------------------|-----------|------|--------|
| Violent Crimes   | 7%        | 12%  | 15%    |
| Drug Crimes      | 48%       | 47%  | 56%    |
| Property Crimes  | 31%       | 28%  | 24%    |
| All Other Crimes | 14%       | 13%  | 6%     |

\*\*Goodtime with parole supervision.

## Offender Class\*

|           | 1st   | 2nd  | 3rd  | 4th  |
|-----------|-------|------|------|------|
| Probation | 34834 | 6023 | 1441 | 355  |
| GTPS**    | 6043  | 7303 | 4571 | 1791 |
| Parole    | 2124  | 1057 | 138  | 50   |

\*Offender class is the number of sequential felonies committed for which an offender has been convicted.

## Number Under Supervision by District



| District         | Total* |
|------------------|--------|
| Alexandria       | 4489   |
| Amite            | 3489   |
| Baton Rouge      | 4939   |
| Covington        | 5047   |
| Donaldsonville   | 2146   |
| East Jefferson   | 2048   |
| Feliciana        | 559    |
| Jefferson        | 3660   |
| Lafayette        | 3677   |
| Lake Charles     | 4255   |
| Leesville        | 1250   |
| Minden           | 1539   |
| Monroe           | 5041   |
| Natchitoches     | 1890   |
| New Iberia       | 3753   |
| New Orleans      | 5713   |
| Shreveport       | 4879   |
| Tallulah         | 1531   |
| Thibodeaux       | 3653   |
| Ville Platte     | 2331   |
| West Baton Rouge | 1970   |

# *FY July 2009–June 2010 Highlights*

## ***Offender Reentry***

95% of the offenders in the Louisiana Department of Public Safety and Corrections' prison population will be released at some point in time. Current recidivism trends in Louisiana support that almost 50% of individuals released are reincarcerated within five years of release for committing new crime or technical violation of parole. This rate of recidivism is unacceptably high and costly. New crimes equates to new victims and new costs to Louisiana communities. This trend is in the process of being reversed through the Louisiana Reentry Process. (See page 68 for specific information on the Department's reentry initiatives.)

## ***100 Hour Pre Release Program***

In October 2009, Secretary Le Blanc formed a team to create and organize a new 100 hour reentry preparation program curriculum based on Louisiana Revised Statute 15:827.1. The team coordinated all of the curriculum data gathered from state prison transition specialists to develop the new curriculum. The new curriculum was presented to the Transition Specialists during a one-week training session in February 2010. The participants learned to use the curriculum guide and accompanying videos to expand and enhance the program being offered at their facility. The curriculum includes 10 major content areas:

- personal development – to develop critical skills in order to effectively attain physical, mental, and emotional well being through positive communication and healthy lifestyle choices;
- problem solving and decision making – to develop valuable conflict resolution skills and make subsequent constructive decisions;
- anger management – to acknowledge and control one's own anger and appropriately react to others' anger;
- values clarification, goal setting and achieving – to learn the value of moral character traits in order to achieve productive personal goals and live as a responsible citizen;
- victim awareness and resolution – to comprehend and accept the consequences as well as make restitution for the offender's crime and acknowledge that the offense has had a negative impact on the lives of the primary, secondary, and tertiary victims, take responsibility for those impacts, and consider ways of repairing harm done;

- employment skills – to understand soft skills needed to enter the workforce and how these skills are implemented on the job;
- job placement assistance – to use available resources to successfully research, identify, and attain employment;
- money management – to develop a realistic financial plan for post-release by means of understanding and managing the basics of credit, banking, and personal banking;
- reentry support services – to obtain release documentation and utilize the available resources provided by federal, state, and local agencies as well as other service providers;
- to establish methods conducive to successful reentry into the community by means of understanding the dynamics of the relationship among the individual, family, and members of society.

## ***Community Resource Directory***

In September 2009, the Department posted the Community Resource Directory utilized by the Division of Probation and Parole to its web site. The Resource Directory is an extremely important tool for prison transition specialists, releasing offenders, judges, local law enforcement and others as they consider discharge plans, sentencing, etc. With appropriate referrals prior to discharge, an offender is more likely to be successful upon release. The Division of Probation and Parole is responsible for continuous update to the Directory.

## ***Reentry Brochure***

In February 2010, the Office of Offender Reentry and the Public Information Officer began the development of a brochure for releasing offenders. In May, the Department began providing the brochure to all releasing offenders prior to release. The brochure provides those releasing with information on resources available to them in the community upon release.

# *FY July 2009–June 2010 Highlights*

## ***Issuing ID's to Releasing Offenders***

The Department partnered with the Office of Motor Vehicles (OMV) in late 2009 to become a satellite office of the OMV for the purpose of issuing releasing offenders valid state identification. During the 1st six months of 2010, the Office of Offender Reentry issued 1,107 state ID's to releasing offenders.

## ***Reentry Pilot Program***

The Division of Probation & Parole (P&P) embarked on a reentry initiative designed to help ease the transition of offenders leaving the prison setting to parole status. The goal is to quickly provide services to offenders with special needs who are releasing to community supervision. The idea is that this process also makes it easier for the P&P Officer in learning about the case prior to the offender's release. The offender and his assigned P&P Officer visit via video weeks prior to the offender's release. The target group of incarcerated offender include those with high risk assessment scores, sex offenders, selected seriously mentally ill offenders, seriously physically handicapped, and other offenders selected by the facility's Transition Specialist. The facilities participating in the pilot are Elayn Hunt Correctional Center and Dixon Correctional Institute – for offenders releasing to P&P Region 3. The pilot ran from April – June 2010 and is currently under evaluation for successes and opportunities for improvement prior to expansion of the program.

## ***Budget Challenges***

Not unlike Corrections agencies across the country, the Louisiana Department of Public Safety and Corrections (DPS&C) was facing serious economic challenges during the fiscal year with a projected revenue decrease, Louisiana state agencies were asked to prepare plans for a 9% across the board reduction in allocated budgets. The Louisiana Division of Administration recognized the aggressive cost containment measures employed by DPS&C over the previous 18 month period. As such, in late December, the Department was advised by the Administration that it would not be included in the budget reduction effort, but was expected to manage its \$6 million revenue shortfall. Nine percent equates to \$35 million; but rather, the Department was asked to submit a plan to manage the \$6 million shortfall.

## ***Louisiana State University – Health Sciences Center Services (LSU-HSC)***

A new initiative was implemented through a cooperative collaboration between DPS&C and LSU-HSC to reorganize off site health care for offenders in an effort to provide the most effective and efficient access to specialist care services. The goal is to improve efficiency of offender care by using evidence based review process to assure all offenders receive the appropriate level of care. As a result of this initiative, telemedicine services have expanded to include Hepatitis C, Rheumatology, Dermatology, Cardiology and HIV Clinics.

## ***Earned Good Time***

Act 266 of 2009 provided that an offender could earn additional good time for completion of certified treatment and rehabilitative programs. The Department implemented the provisions of the legislation, on April 19, 2010, but made the application retroactive to August 15, 2009, the effective date of the Act. This initiative provides incentive for offenders to participate in certified programs through completion of the program. Program coordinators have experienced a significant increase of offenders' interest in participation which will further the Department's reentry efforts.

## ***Restoration of Good Time***

Act 17 of 2009 authorized the Warden of a facility to restore good time that was forfeited by an offender for a rule violation (up to 540 days), provided the offender has remained disciplinary report free for a period of 24 months. The intent of this legislation was to provide an offender with incentive for good behavior. As of June 30, 2010, 29,575 days have been restored to offenders who have made application for the restoration.

## ***Surveillance through Technology***

One of the Department's cost containment measures was to secure technology to assist correctional staff in watching over many outside areas of state prisons. Video surveillance cameras and "shaker fences" were installed at several facilities to replace manned towers.

More than 100 cameras were installed at Louisiana State

# *FY July 2009–June 2010 Highlights*

Penitentiary, 60 at Avoyelles Correctional Center, 32 at Dixon Correctional Institute. At Elayn Hunt Correctional Center's skilled nursing unit, a video surveillance system with motion analytics along the fence perimeter will alleviate the need for construction of a new perimeter tower. The shaker fence technology allows a command and control center operator to quickly identify "targets of interest" and dispatch the appropriate response.

## ***Collaboration with Other Jurisdictions – Puerto Rico***

In October the Secretary of the Correction and Rehabilitation Department of Puerto Rico visited the Louisiana DOC. The purpose of that visit was to discuss practices in the Louisiana Corrections system that resulted in dismissal of a long standing class action suit during which Louisiana was under federal consent decree. Puerto Rico was also interested in discussing the accreditation process and its impact on the federal consent decree in Louisiana.

## ***Employee Relations***

In March, 2010, the Department implemented "Spot Awards" to provide quick feedback and special monetary recognition to employees who make extra efforts to perform duties or special assignments in an exemplary manner. These awards are awarded by the unit head and can be done so on a monthly basis; however, one employee cannot receive more than 2 awards per year. Executives and administrators are not eligible for a Spot Award.

## ***Alternatives to Incarceration – Day Reporting Centers***

A Day Reporting Center (DRC) provides offenders who are under the supervision in the community by the Division of Probation & Parole an alternative to incarceration in lieu of a revocation of their probation or parole status. Participating offenders remain under the supervision of the Division of Probation and Parole, while increasing their self-awareness and receiving assistance with community re-integration. Services provided to participants include educational opportunities, substance abuse treatment, individual and group work, employment, anger management classes and a

variety of other wrap around services as deemed necessary and appropriate for each participant. The DRC provides opportunities and experiences that equip individuals with tools to improve their ability to make appropriate choices leading to a higher quality of life and improved community well-being

## ***New Orleans-DRC***

The DRC in New Orleans is a cooperative program between the DPS&C and Orleans Parish Sheriff Marlin Gusman, with a program capacity of 80, with plans to extend capacity to 225 during fiscal year 2011. On October 2, 2009, the New Orleans Day Reporting Center held its first graduation for individuals who completed the program.

## ***Shreveport-DRC***

In July, 2010, a DRC became operational in northern Louisiana in Shreveport. Program capacity at the Shreveport DRC is 40.

## ***Transitional Work Programs***

In July 2009, the Department required that all transitional work program centers submit a monthly operational report each month. This system of reporting was designed to collect information in order that each program could be evaluated and so that management could address issues relative to transitional work program and reentry initiatives.

## ***Discharge Planning***

Discharge planning is a very important step towards successful reentry. Access to mental health care/medications after release significantly reduces recidivism. Although there are other factors that influence recidivism, in late October, the Department's Medical Director, launched a massive initiative to collaborate with other agencies and community stakeholders to work toward ensuring that mentally ill offenders who were Medicaid eligible were assisted with the SSI/Medicaid application prior to release.



# *FY July 2009–June 2010 Highlights*

## ***Forcht Wade Correctional Center – Steve Hoyle Substance Abuse Program***

Substance abuse is an underlying cause in the majority of crimes committed by offenders. Historically, the Department's approach to substance abuse treatment was spread throughout all state facilities with no consistency in approach. There were 80 beds at the Forcht Wade Correctional Center dedicated to substance abuse treatment. It was determined that the consolidation of the Department's substance abuse treatment at one facility would serve to expand the availability of beds dedicated to substance abuse treatment from 80 to 500. In November 2009, the Secretary submitted his plan to convert the existing 690 bed facility at Forcht Wade Correctional Center to a 500-bed residential substance abuse facility. The 90 day, 6 month, or 12 months program utilizes a multi-level approach to providing interventions matched to an offenders' need using dynamic risk variables as risk indicators to identify areas warranting intervention.

## ***Consolidation of Skilled Nursing Units***

Recognizing that the Department had a skilled nursing unit/assisted living unit at Elayn Hunt Correctional Center (EHCC) that had sat dormant due to budget constraints, the Secretary developed and implemented a plan to activate the medical complex at EHCC to increase the number of skilled nursing beds available throughout the Department. This plan allowed the Department to consolidate all skilled nursing beds at a single facility, rather than two. All 50 skilled nursing beds located at Forcht Wade Correctional Center were not being fully utilized for intensive medical services, as over ½ of the dedicated skilled nursing beds were being utilized for offenders who required additional medical attention (wheelchair bound, vision impairment, etc.) and could be served efficiently in medical dormitories at other facilities. The Secretary implemented his plan to concentrate the skilled nursing offender population at EHCC, while ensuring no loss in available medical services and an improved continuum of care upon discharge from an outside medical facility.

In January, 2010 the Department's skilled nursing unit (SNU) at EHCC officially opened, with a 64 bed capacity. The SNU

includes maximum security rooms, negative pressure rooms, four end-of-life rooms, open wards, and 9 private rooms. It is anticipated that services will be expanded as resources become available.

## ***Reception and Diagnostic Processing***

Over many years, the Department operated two reception and diagnostic centers for processing newly arriving offenders into the DOC system. One facility was located in the northern area of Louisiana, with the second facility located in the southern area. Beds dedicated for this purpose served a transient population who were involved in the reception process and subsequent bed assignment at a DOC facility. The Secretary launched his plan to consolidate the reception and diagnostic process at one facility. The advantages of combining the two reception centers were that the consolidation would result in no increase in staffing or other costs, resulting in a more efficient use of resources; no loss of efficiency as the throughput of offenders would remain constant; and the Louisiana State University Health Sciences Department would be participating in the diagnostic process for all incoming offenders, resulting in the Department's eligibility for the federal 340b reduced drug pricing program.

## ***Interactive Voice Response System***

In July, 2009 the Department initiated an Interactive Voice Response System (IVR) that enables the general public to call in and obtain information on an offender. The number to the IVR system is 225-383-4580. The caller is provided with the offender's location, address of the facility where the offender is assigned, a contact phone number, and a projected release date (if applicable). The system also details the Probation and Parole District assignment for those DOC offenders who are under supervision in the community. The IVR is available 24 hours a day, even for DOC offenders housed at private or local facilities. This initiative greatly reduced the number of staff assisted calls received requesting this type of information.

## ***Criminal Justice Forums***

During early summer 2010, the Secretary initiated regional meetings among stakeholders in the Louisiana criminal justice system in each of the 9 DOC regions. Participants

# *FY July 2009–June 2010 Highlights*

included local law enforcement officials, sheriffs, probation and parole officers, district attorneys, public defenders, judges, DOC staff, and local service providers. The goal of the initial meetings was to share relevant information and to collaborate on solutions for problems or issues of concern. The need for such collaboration among the various stakeholders became apparent during discussions. The outcome became quarterly Regional Criminal Justice Forums. The goal of the forums is to share relevant information that will serve to improve efficiency at both the local and statewide levels, while providing support for each stakeholder's mission, as well as to problem solve any mutual areas of concern. The list of invited participants was expanded to include clerks of court, legislators, and sentencing commission members.

## ***Intensive Incarceration (IMPACT)***

Act 168 of 2009 expanded alternatives for judges in that the new law allows the court to sentence probationers, as a condition of probation, to the Department's custody for participation in the IMPACT program. The offender can only remain in DOC custody for a period of up to six months. The Department worked with various entities to ensure timely processing of these probation cases in order that they enter the IMPACT program as quickly as possible to take advantage of program opportunities. P&P Officers review each case to determine eligibility and suitability, and advise the judge on those cases that do not qualify for the program. Upon successful program participation, the offender is released from DOC physical custody and returned to probation supervision for the remainder of his sentence.

## ***Curbing Offender Cell Phone Use***

In September, Governor Bobby Jindal joined 19 other states in support of the Safe Prisons and Communications Act of 2009 to combat the growing problem of inmate cell phone use in state prisons and jails. This legislation, if enacted, would enable Governors to petition the FCC for authority to use wireless technology to defeat inmate calls without compromising public safety or interfering with legitimate cell phone use.

## ***Marriages That Matter***

Dixon Correctional Institute (DCI) partnered with Refined by Fire Ministries to implement the federally funded grant program, "Marriages That Matter". The collaborative project provided healthy marriage education and child support services to under served ethnically diverse non-married, custodial and non-custodial parents. 100 DCI offenders participated in weekly classes and 23 offenders participated in a one-weekend seminar format. The weekend seminar paired incarcerated husbands and their legal spouses in group sessions designed to pose situations that conventional marriages face daily. Providing married offenders with social skills holds the promise to reduce recidivism by strengthening marital bonds before offenders are released from incarceration.

## ***IRS at Pre-Release***

The Community Outreach Division of the Internal Revenue Service now participates in the Department's Pre-Release activities. The IRS provides information regarding various free community assistance programs available at the IRS. From help to preparing taxes to assisting in educating individuals on little used deductions that they may qualify for, the IRS has become more user-friendly.

## ***Policy Development***

During the fiscal year, the Policy Development and Review Division worked with field staff in the development and/or revision of 108 department regulations, all geared to enhance Louisiana's Reentry initiative.

## ***Project Clean Up***

Through a partnership agreement with the Louisiana Department of Transportation and Development, DOC offenders spent 289,014 man hours during the year collecting 195,608 bags of litter from Louisiana's highways and byways for Governor Bobby Jindal's "Project Cleanup".

# *FY July 2009–June 2010 Highlights*

## ***Veterans Administration (VA)***

The VA has assigned a Health Care for Reentry Veterans Specialist as liaison with the DOC. The program targets veterans who are incarcerated in state or local jails, transitional work programs or halfway houses, who are within 6 months of release. The goal is for the VA specialist to identify and assess each one of the veterans prior to pre-release, link them with VA or community resources in their area of release, and encourage them to return or enroll in the VA for health care, substance abuse, mental health, or homeless program services.

## ***Workforce Training at Louisiana State Penitentiary (LSP)***

In partnership with the Orleans Criminal Court's Reentry Court program, Louisiana State Penitentiary provides workforce training for selected offenders. There are 106 available slots for various skills training programs (culinary, carpentry, HVAC, welding, culinary, etc.). In order to participate in the workforce training program, an offender must be eligible for a transitional work program, must have a good conduct record, and an offender class no higher than 3rd (sex offenders are not eligible). Under the guidance of LSP's staff, instruction and mentoring is provided by certified offender graduates of the New Orleans Baptist Theological Seminary. The mentors are provided with a unique opportunity to provide a peer offender with on the job training. Once an offender has completed the workforce training program, he will be transferred to a transitional work program facility.

## ***Cold Case Playing Cards***

As the nation observed National Crime Victims Rights Week in April 2010, the Louisiana DOC, Crime Stoppers offices across the state, and the Louisiana Lottery Corporation announced a statewide initiative to raise awareness of unsolved cases. The Louisiana Cold Case card deck is a deck of playing cards that features 52 homicide, missing person and unidentified remains cases across Louisiana. Crime Stoppers, with the assistance of local and parish law enforcement agencies across Louisiana assembled the deck from case files that remain open but have gone unsolved.

Secretary Le Blanc wanted to develop a cold case card deck, similar to what other states have done, for Louisiana's offender population in hopes of solving some of these cases. The cold case card decks were made available to the Louisiana state prison population in mid-March. Offenders assigned to any state prison can call Crime Stoppers anonymously. The Secretary hopes that, by targeting the offender population while simultaneously getting the public involved, the cold case deck effort will provide law enforcement agencies with the information they need to close these cold cases and bring justice to victims and their families.

## ***Louisiana Correctional Institute for Women (LCIW) offers Microenterprise Development***

As part of pre-release programming, the women at LCIW are now being offered at training and development program – Microenterprise Development Program of Ascension (MBECA) to help them gain entrepreneurship skills to turn their ideas into a successful business venture. The goal of this program is to provide the opportunity for increased income and wealth through self-improvement.

## ***Louisiana Transition Center for Women (LTCW)***

In January 2010, the LTCW began its reentry programming for female offenders. Three months later, more than 200 women were recognized at graduation ceremonies. Offenders are provided training in life skills, traditional and non-traditional job skills, soft skills and academic instruction. The LTCW continues to build a volunteer base to assist with programming, and faith-based and substance abuse initiatives. The facility has also established a computer lab that will aid offenders with learning basic computer skills.

## ***Reentry Community Outreach***

The Alexandria P&P Office staff, at part of its reentry outreach efforts, appear weekly on local radio show, KAYT 88.1 FM.

# *FY July 2009–June 2010 Highlights*

The first broadcast focused on the public's misconceptions of P&P in Reentry and in the community. Subsequent broadcasts included topics such as victim's issues, sex offender supervision/registration requirements. The program is offered to sister stations across north Louisiana and is a valuable and inexpensive venue for public education.

## ***Smoking Cessation***

In August 2009, the Department implemented the 2006 Smoke Free Air Act at its prison facilities. Although passed in 2006, the law delayed the ban for DOC so there would be ample time to notify and educate the offender population. Institutional mental health directors began training for the Fresh Start Program in 2008. Fresh Start is a smoking cessation program adopted by the American Cancer Society, and consists of 4 one-hour small group sessions. Program objectives include administering group and/or individual therapy as needed to assist offenders in living smoke-free lives, providing community referral for discharging offenders completing the program. The Fresh Start program was made available to offenders and employees beginning in February 2009. Smoking was banned in all buildings in August 2009, but is permitted in designated outside areas. Consideration is currently being given to ban smoking altogether.

## ***Video Court***

In May 2009, the Department began, on a limited basis, using video technology in the Orleans Parish Criminal Court for offender court appearances. Knowing that offender transport is a serious public safety concern and very costly, Secretary Le Blanc implemented the use of technology in Orleans Parish as a pilot program. The project was well received by the court and has been rolled out to 9 other judicial districts and is used by all state prisons. It is estimated that over FY 2009–2010, through the use of this technology the Department saved over \$200,000 in offender transport costs.

## ***Streamlining Government***

As a result of the Governor's streamlining process, Louisiana DPS&C reviewed all service areas to determine which areas could be reasonably provided by an outside source without jeopardizing public safety, while providing a cost savings to the state.

Areas considered included pharmacy operations, medical and mental health services and food services. The projected savings and efficiencies that could be realized for pharmacy operations resulted in a contract with Pharmacorr which was effective April 19, 2010. At fiscal year end, the Department was still in the implementation stage for this contract, but anticipate positive outcomes. An evaluation of food services revealed that private bidders could not provide service to state operated prisons with a cost savings. However, as a result of the evaluation process, the Department of Corrections is in the process of contracting with a prime provider to provide non-meat food items, as it was found that utilizing a single source private vendor could result in savings.

## ***Victim Awareness***

Coinciding with Secretary Le Blanc's priority on rehabilitation and reentry, a comprehensive victim-based awareness class was started at Louisiana State Penitentiary in June 2009. The prison began an interactive program to educate offenders about how their choices and actions changed the lives of their victims. The 21-week course is designed to challenge participants' concepts about empathizing with victims, personal responsibility and meanings of apology and redemption. Weekly handouts with thought-provoking questions are part of the curriculum, forcing participants to examine their actions on a new, deeper level – from the victim's perspective. The first class of 40 offenders drafted letters of apology and openly discussed those letters among the group. Although the offenders cannot initiate any communication with their victim according to Louisiana law, the letters have been placed in the offender's record and may be made available for inspection by the victim if the victim ever requests to do so.

## ***Louisiana Sentencing Commission***

Provisions of Louisiana Revised Statute 15:321–324 was revised and reenacted under ACT 629 in the 2008 regular session of the Legislature. The Secretary of Corrections is an ex-officio member of the Commission and has assisted with providing structure and guidance to the Commission. Other members the Commission include, district judges, a court of appeal judge, a Louisiana Supreme Court Justice, district attorneys, legislators, a public defender, a clerk of court, a sheriff, a chamber of commerce representative, and a citizen.



# *FY July 2009–June 2010 Highlights*

The purpose of the Commission is to assist the judiciary and legislature in formulating and implementation of a uniform sentencing policy for use by the Louisiana judiciary. The system of criminal sanctions has grown increasingly complex. The focus of the commission includes, but is not limited to, ensuring that punishment is aligned with the seriousness of the offense.

The safety of the public is protected through the deterrent effect of the sentence authorized and the rehabilitation of those that are convicted.

During the 2009 and 2010 legislative sessions, the Louisiana legislature amended the statute to provide for a continuous review of sentencing and broadened the research mandate of the Commission. Over the next two years, the Commission's focus will be on sentencing outcomes. During the fiscal year the Commission adopted a mission statement and established five committees to further its mission. These committees are comprised of Commission members and various subject matter experts.

# *Offender Management and Supervision*



*Louisiana Department of Public Safety & Corrections  
Annual Report 2009-2010  
[www.doc.louisiana.gov](http://www.doc.louisiana.gov)*

# Avoyelles Correctional Center



## LYNN COOPER

Avoyelles Correctional Center  
Regional Warden-Region I

1630 Prison Road  
Cottonport, LA 71327 (Avoyelles Parish)  
318-876-4225  
318-876-4226 FAX

### REGION I FACILITIES:

Avoyelles Correctional Center, Cottonport, LA  
Allen Correctional Center, Kinder, LA  
J. Levy Dabadie Correctional Center, Pineville, LA  
David Wade Correctional Center, Homer, LA  
Forcht Wade Correctional Center, Keithville, LA

Avoyelles Correctional Center (AVC) has four general population dormitory style housing units and one maximum custody housing unit. These housing units are surrounded by a double perimeter fence and rest on 1,187 acres of land just outside the city limits of Cottonport, Louisiana. AVC received its first offenders on June 19, 1989.

AVC is generally considered to be a medium security institution, although minimum, medium, and maximum custody offenders are also housed at AVC. Minimum and medium custody offenders are housed in one of the four open dormitory housing units. Each of the four general population housing units, Cajun 1, Cajun 2, Cajun 3, and Hope, are divided into eight tiers with a capacity of 44 beds each. This gives these housing units the capacity of housing 352 offenders each. There are three correctional officers assigned to each housing unit.

It goes without saying that FY 09-10 was a trying yet eventful year at AVC. Unprecedented budget cuts produced a loss of many staff positions which required creative and innovative

approaches to maintaining a focus on our mission and purpose. The biggest change was the movement of field officers inside the fence to compensate for staffing shortages, and the resulting underemployment of approximately 400 medium custody offenders. The idleness created by these offenders who are now only working half-time, is a major concern which we are attempting to mitigate through innovative programming. In large part, the strength of our Department has always rested in our ability to keep offenders busy and the increased idleness we are all experiencing is one which will occupy everyone's attention in the months and years to come.

### AVC:

- Staff positions 326
- 09/10 Operating budget \$24.5 million
- Operational capacity 1,564



# Allen Correctional Center



Allen Correctional Center (ALN) is located in Kinder, Louisiana and provides for the incarceration of adult male offenders sentenced by the courts in the state of Louisiana. The average length of sentence is 18.7 years. The median age of the offenders confined at Allen Correctional Center is 35.7 years old, with ages ranging from 18 to 84 years. The facility is medium security level and is managed and operated under a contract with the Louisiana Department of Public Safety and Corrections (DPS&C) by The GEO Group, Inc. (GEO).

This 344,000 square foot complex occupies over 950 acres of land near Kinder, in southwest Louisiana, 37 miles northeast of Lake Charles on U.S. Highway 165. It was originally constructed by the State of Louisiana to initially house 706 offenders. The facility's current capacity is 1,538. A 12 foot high double perimeter fence with six rolls of razor wire surrounds the facility. There are six armed guard towers located around the perimeter of the facility. Offender housing consists of four dormitory-style units and one cell block unit. The compound within the secured perimeter occupies 52 acres and 28 buildings constructed of concrete block with

brick veneer, which generously support excellent ancillary facilities for administration, programs, maintenance, correctional industries, recreation, food services and medical services. The entire compound occupies forty buildings. The programs at Allen Correctional Center are centered upon a combination of academic/vocational training, counseling, recreation, religious activities and institutional and correctional industry work. GEO's original commitment to the employment of local residents and local purchasing continues to the present. Since the opening of this facility, a large percentage of the total complement of staff employed by GEO has come from the local area.

GEO is proud of the fact that on December 4, 1990, Allen Correctional Center began accepting offenders. GEO's ability to hire and train well-qualified people is exemplified by the smooth and efficient initial intake of offenders. Visitors to the facility are impressed by its cleanliness and the professionalism displayed by staff.

The Louisiana DPS&C monitors the facility by means of periodic audits and inspections. GEO must adhere to DPS&C policies, ACA standards, federal and state laws and statutes and applicable court orders. A commonly shared system of computer data flows electronically between Allen Correctional Center and the DPS&C. GEO has continued working cooperatively and harmoniously with the Louisiana DPS&C and expects this relationship to continue throughout the length of the contract. GEO had a commitment to the Louisiana DPS&C to attain and maintain accreditation by the American Correctional Association (ACA) within two years of start of operations. That commitment was fulfilled successfully and on time in January 1993.

## ALN:

- Privately Operated
- 09/10 Operating budgeted contract \$17.8 million
- Operational capacity 1,461



*Allen Correctional Center  
3751 Lauderdale  
Woodyard Road  
Kinder, LA 70648  
(Allen Parish)  
318-639-2943  
337-639-2944 FAX*

*Terry Terrell  
Warden*



# David Wade Correctional Center



David Wade Correctional Center (DWCC), an accredited institution by the American Correctional Association, located in rural Claiborne Parish near Homer, LA, has a maximum capacity of 1,188 (632 minimum and medium custody offenders and approximately 556 maximum custody offenders) at the Claiborne Parish site and an operational capacity of 11 offenders that could be assigned to the prison ward at E.A. Conway Hospital in Monroe. DWCC is located on approximately 1,400 acres of land, most of which is timberland. Approximately 30 acres are cleared for the physical plant, garden and pasture land.

David Wade Correctional Center was the first state operated facility in Louisiana to be accredited by the American Correctional Association Commission on Accreditation in 1992. DWCC has since been reaccredited every three years, most recently in 2010.

During the fiscal year staff have worked consistently to fulfill the goals outlined in our Mission Statement as well as goals we set for ourselves. DWCC staff has worked to maintain stability within the institution with a difficult to manage population while assisting other institutions.

It is the philosophy of DWCC to provide correctional services in a professional manner so as to protect the safety of the public, the staff and the offender population. Consistent with this, it is our responsibility to provide meaningful opportunities to enhance (through a variety of educational, work, social services and medical programs) the ability of the individual offender to successfully reintegrate into our society upon release.

#### DWCC:

- Staff positions 544
- 09/10 Operating budget \*41 million
- Operational capacity 1,188

\* Includes budget for Forcht Wade Correctional Center



David Wade  
Correctional Center  
670 Bell Hill Road  
Homer, LA 71040  
(Claiborne Parish)  
318-927-0419  
318-927-0433 FAX

Jerry Goodwin  
Warden



# Forcht Wade Correctional Center



Dr. Martin L. Forcht, Jr. Clinical Treatment Unit (FWCC), a division of DWCC is located on 97 acres in southwest Caddo Parish. In February 2010, the operational capacity was reduced to 498, with a change in mission Forcht Wade is now a Residential Substance Abuse Treatment Facility offering a comprehensive drug treatment program. The program is a therapeutic community, based on a cognitive behavioral philosophy featuring intervention through relapse prevention, substance abuse risk factors, and basic recovery skills.

During FY 09-10, Forcht Wade worked consistently to fulfill the goals outlined in our Departmental Mission Statement as well as goals we set for ourselves. It was a year that, at times, placed great demands on institutional resources in order to protect the public interest. Forcht Wade staff has worked to maintain stability within the institution during its transition period while assisting other institutions. A number of FWCC administrative staff members have continued to participate as local jail monitors, assisting in the Department's comprehensive effort to maintain

compliance with the "Basic Jail Guidelines" within the local detention centers.

Forcht Wade offers various social, religious and educational programs to the offender population. These programs are structured for maximum participation with a emphasis on the offender reentering society as a productive citizen.

Forcht Wade subscribes to the goals and priorities outlined in the Mission Statement of the Department of Public Safety and Corrections.

#### FWCC:

- Staff positions 157
- 09/10 Operating budget \*41 million
- Operational capacity 498

\* Includes budget for David Wade Correctional Center



*Forcht Wade  
Correctional Center  
7990 Caddo Drive  
Keithville, LA. 71047  
(Caddo Parish)  
318-925-7102  
337-925-7106 FAX*

*Anthony Batson  
Deputy Warden/Security*

# J. Levy Dabadie Correctional Center



J. Levy Dabadie Correctional Center (JLDCC) is a minimum security institution housing minimum custody offenders. The unit is located at 1453 15th Street, Pineville, Louisiana. The facility's central location makes it a popular destination for face to face staff training that is needed in different areas of our profession.

Assignment to JLDCC reflects the priority the Department gives to the maintenance of a healthy and productive workforce for the Louisiana National Guard facility located in central Louisiana. Notwithstanding any other specific criteria set by administrative regulations of the Department, offenders who have a balance of time less than 15 years to their earliest possible release date are eligible for placement at JLDCC, except those who have been convicted of:

- First or second degree murder;
- Aggravated rape;
- Aggravated kidnapping;
- Armed robbery;
- Aggravated arson;
- Any sex offense;
- Habitual Felony Conviction under R.S. 15:529.1

Offenders who have been convicted of manslaughter, attempted manslaughter, attempted first or second degree murder are subject to an extensive classification profile.

We come from humble beginnings, being built in 1978 to house 250 offenders, to fulfill our main objective, supplying the Louisiana National Guard's adjacent facility, Camp Beauregard, with labor to provide general maintenance

of the National Guard facility. We continue this main objective today but have increased our public service in scale where we also send out twenty three (23) public service work crews each day to the local Alexandria and Pineville Communities. We return more than one-half (1/2) of our operating budget to the community through these offender work crews.

#### JLDCC:

- Staff positions 155
- 09/10 Operating budget 10.2 million
- Operational capacity 580.



J. Levy Dabadie  
Correctional Center  
Camp Beauregard  
1453 15th Street  
Pineville, LA 71360  
(Rapides Parish)  
318-487-5316  
318-487-5955 FAX

Keith Deville  
Warden

# Dixon Correctional Institute



## STEVE RADER

Dixon Correctional Institute  
Regional Warden-Region II

P.O. Box 788  
Jackson, LA (East Feliciana Parish)  
225-634-6201  
225-634-4542 FAX

### REGION I FACILITIES:

Dixon Correctional Institute, Jackson, LA  
C. Paul Phelps Correctional Center, DeQuincy, LA  
B.B. "Sixty" Rayburn Correctional Center, Angie, LA

Dixon Correctional Institute (DCI), located in East Feliciana Parish, opened in 1976 and was the first medium security satellite prison in Louisiana. In 1993 DCI was accredited by the American Correctional Association and has maintained its accreditation since then. DCI is a multi-level security institution. The main compound is located approximately 30 miles north of Baton Rouge and encompasses 1,549 acres of pasture, 428 acres of timber, and approximately 450 acres reserved for crops in and around Jackson, Louisiana.

Programs unique to DCI include the following:

- The Baton Rouge Janitorial Crews working clean 16 governmental buildings in and around to Baton Rouge State Capital Complex, which total 2,124,063 square feet daily and grounds work on approximately 155 acres.
- DCI houses the Department's Youthful Offender Program. The program has a capacity of 60. The program is designed to provide an environment where offenders aged 19 or younger can develop self-esteem,

self-discipline and positive attitudes along with the cognitive skills necessary to re-enter society and be successful.

- The Department's Dialysis Clinic is located at DCI. Locating the dialysis facility on institutional grounds decreased the security risks to the general public that are inherent in the transportation of offenders to points of dialysis treatment. State offenders housed in local jails and females from LCIW requiring services are transported to the clinic for dialysis.

DCI also has a Faith and Character Based Dormitory Program. This program takes a program-intensive approach focusing on the following:

- Mentoring
- Life-skills and personal growth
- Religious and character based studies

DCI:

- Staff positions 544
- 09/10 Operating budget \$38 million
- Operational capacity 1,586.





# C. Paul Phelps Correctional Center



C. Paul Phelps Correctional Center (PCC) is located approximately three miles north of DeQuincy, La., in Beauregard Parish. C. Paul Phelps Correctional Center was constructed 1957/58 and was known as the Louisiana Correctional and Industrial School, a place suitable for the rehabilitation of juveniles, 12 years and older. In 1993, The facility was renamed C. Paul Phelps Correctional Center in honor of C. Paul Phelps, a long time Director of the Louisiana Department of Corrections.

Rehabilitation of offenders continues to be a primary focus of the missions of PCC, as the unit provides educational, vocational and counseling as part of its reentry efforts.

PCC houses minimum, medium and maximum custody offenders in the PCC population.

PCC is accredited by the American Correctional Association and during the last audit received a score of 99.5%.

PCC consistently receives the highest of scores on all audits and inspections. The level of violence is very low and very little contraband is detected at the facility.

PCC is the regional facility which monitors the Southwest Louisiana area and PCC has a good working relationship with other agencies and jurisdictions.

#### PCC:

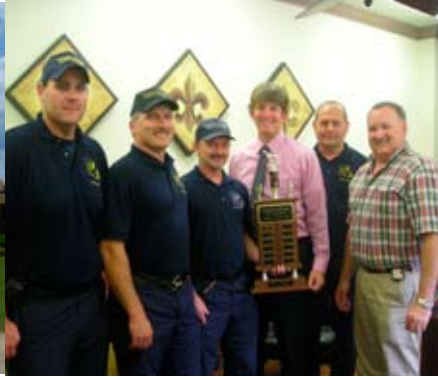
- Staff positions 308
- 09/10 Operating budget \$19.6 million
- Operational capacity 942



*C. Paul Phelps  
Correctional Center  
P. O. Box 1056  
DeQuincy, LA 70633  
(Beauregard Parish)  
337-786-1559  
337-786-4524 FAX*

*Robert Henderson  
Warden*

# B.B. "Sixty" Rayburn Correctional Center



Rayburn Correctional Center (RCC) is a medium security facility. Generally, offenders must be eligible for release within 50 years to be eligible for placement at RCC.

Construction began on the facility in 1982, and began receiving offenders in July of 1983. It was initially named Washington Correctional Institute (WCI) in honor of the parish in which it resides. Washington Correctional Institute successfully attained accreditation through the American Correctional Association (ACA) in 1993. Accreditation through this organization is an indication of a standard of professionalism that only a small percentage of similar correctional facilities have attained throughout the United States. It has been reaccredited every three years since then.

On August 31, 2006, WCI was renamed the B.B. "Sixty" Rayburn Correctional Center after the former State Senator from this area.

WCI was built during Senator Rayburn's tenure in the Senate, after a heated debate in the parish because some residents feared having such a facility in their backyard.

Senator Rayburn, though, felt the facility would be good for the parish economy and good for the families of offenders from southeast Louisiana. Senator Rayburn's vision proved to be prophetic as the facility has been one of the parish's major employers and the parish citizens have benefited from the facility's many public service projects. Over the years the facility has evolved into one of the safest and more progressive correctional institutions in the country. In his 90th year, Washington Correctional Institute was renamed, in Senator Rayburn's honor. The former senator died on March 5, 2008.

Rayburn Correctional Center is one of the largest employers in the parish, providing jobs for more than 375 employees, most of whom are lifetime residents of the surrounding area.

#### RCC:

- Staff positions 354
- 09/10 Operating budget \$25.2 million
- Operational capacity 1,156



*B. B. "Sixty" Rayburn  
Correctional Center  
27268 Hwy 21  
Angie, LA. 70426  
(Washington Parish)  
985-986-5017  
985-986-5159 FAX*

*Robert Tanner  
Warden*



# Louisiana State Penitentiary



## BURL CAIN

Louisiana State Penitentiary  
Regional Warden-Region III

Angola, LA 70722  
(West Feliciana Parish)  
225-655-2002  
225-655-2319 FAX

### REGION III FACILITIES:

Louisiana State Penitentiary, Angola, LA  
Elayn Hunt Correctional Center, St Gabriel, LA  
Louisiana Correctional Institute For Women, St Gabriel, LA  
Winn Correctional Center, Winnfield, LA

Louisiana State Penitentiary (LSP) is Louisiana's only maximum security prison and the only prison in the state that houses male offenders sentenced to death (including initial reception intake).

LSP is classified as a Protective Custody-Level 1, Medical Level of Care 1, and Mental Health Level of Care 2 (except Death Row which is MH LOC 1 & 1A) facility.

LSP is located approximately 50 miles northwest of Baton Rouge on 18,000 acres of the finest farm land in the south. Rather than a typical walled prison, LSP has seven fenced housing areas. The remaining acreage is devoted to farming. To keep offenders constructively active, the majority of the maximum and medium custody offenders work 8 hours-per-day, five days-per-week in the farm lines.

LSP offers a full range of services and programs to the offender population, including educational and vocational opportunities, faith-based programs, health care services, recreational activities, substance abuse and sex offender

programs, pre-release programs, and a prison hospice program which has become the model for prison hospice programs across the country.

Of the offenders incarcerated at LSP, 91% are violent offenders. 73.6% are serving life sentences and will never be released from prison. Interestingly enough, however, most of the offenders at LSP are housed in open-man dorms and not cells, due to their good conduct. Eighty-one offenders are currently on Louisiana's death row at LSP. The overall average age of the population is 41.6 with 18.3% at or over the age of 55. The average length of sentence is 92.40 years.

### LSP:

- Staff positions 1,624
- 09/10 Operating budget \$118.2 million;
- Operational capacity 5,149



# Elayn Hunt Correctional Center



Elayn Hunt Correctional Center (EHCC) is an adult male maximum-security institution that was opened in 1979. It is located at St. Gabriel, Louisiana serving several functions for the Louisiana DPS&C. In addition to housing 1510 male offenders on a permanent basis, EHCC has the unique role of being the primary intake point of adult male offenders committed to the Department. An additional 452 beds are devoted to this process that is known as HRDC (Hunt Reception and Diagnostic Center). There are an additional 175 beds dedicated to the Intensive Motivational Program for Alternative Correctional Treatment (IMPACT). EHCC is the second largest prison in the state of Louisiana.

The Skilled Nursing Unit serves as a medical unit for seriously or chronically ill offenders. To meet the needs of those who are terminally ill and have less than six months to live, EHCC has an End of Life Program. Through staff and offender volunteers, offenders facing their last days are made as comfortable as possible. EHCC has the responsibility of providing chronic mental health care on both an inpatient and outpatient basis for offenders in state custody. This unit is known as the Hunt Special Unit (HSU).

EHCC has an offender cemetery on its Carville property. Named Lone Oak Cemetery, rests under a majestic oak which is registered with the Live Oak Society and is the result of the staff and offender population's desire to provide a dignified resting place for those who expire while confined to our custody.

It is the policy of EHCC to include and encourage the services of citizen volunteers in the educational, social, religious, and recreational programming of offender activities at the facility. We realize that volunteers play an integral role in the offenders' rehabilitation process.

In conclusion, EHCC is a centralized multi-service facility diversified in functions that benefit all of the Louisiana Department of Public Safety and Corrections.

#### EHCC:

- Staff positions 779
- 09/10 Operating budget \$49.4 million
- Operational capacity 2,121



*Elayn Hunt  
Correctional Center  
P. O. Box 174 St.  
Gabriel, LA 70776  
(Iberville Parish)  
225-319-4505  
225-319-4596 FAX*

*Howard Prince  
Warden*

# LA Correctional Institute For Women



The Louisiana Correctional Institute for Women (LCIW) is currently the only state operated female facility and is located in St. Gabriel, Louisiana approximately 15 miles outside of Baton Rouge. Originally, female felony offenders were housed at a female camp at Angola. LCIW later moved to what is now Louisiana State University Agricultural Research Center prior to opening in 1973 at its present location. LCIW provides services to minimum, medium and maximum custody offenders and currently has two offenders on Death Row.

LCIW has an operational capacity of 1,098 and a rated capacity of 1,267 which is often used in times of emergency such as when housing parish evacuees in times of disaster caused by major storms. The population on June 30, 2010 ranged from the age of 17 to 79 with an average maximum sentence of 21 years and 1 month.

The physical plant consists of 25 buildings, six of which are housing and cell block units. The remaining facility structures include the Infirmary, Gym/visiting area, Educational No-tech buildings, programming, administrative and support facilities along with two chapel buildings. The new chapel was recently dedicated for use. Its construction was financed with monies raised by the Prison Chapel Foundation through the generosity of volunteers. The old chapel building will be remodeled and the area created will be used as additional offices or programming areas. LCIW houses offenders in dormitory style. The Aquarius dorm houses offenders two to a room while Libra, Gemini and Pisces house offenders three to a room. All housing units are air conditioned throughout.

In late 2009, LCIW closed one cell-block building due to lost security positions associated with budget reduction measures.

In view of the recent state budget cuts, LCIW staff remains diligent to complete required duties while reducing costs.

#### LCIW:

- Staff positions 294
- 09/10 Operating budget \$20.3 million
- Operational capacity 1,098



*Louisiana Correctional  
Institute For Women  
P. O. Box 26  
St. Gabriel, LA 70776  
(Iberville Parish)  
225-319-2479  
225-319-2757 FAX*

*Jim Rogers  
Warden*



# Winn Correctional Center



CCA/ Winn Correctional Center (WNC), was designed in 1986, and began its operation on March 19, 1990. Corrections Corporation of America/Winn Correctional Center, in partnership with the Louisiana Department of Corrections, was the first medium security prison to be managed by a private company.

CCA/Winn Correctional Center is located in Winn Parish, Louisiana, approximately 95 miles southeast of Shreveport, Louisiana. Offender population is convicted adult males, ranging from ages 18 to 72 years old, with 27% of the offenders population sentenced to over 20 years.

In 1991, Winn Correctional Center was the first penal institution in the state of Louisiana to be awarded accreditation by the American Correctional Association. Beginning with a score of 100% Mandatory and 98.75% Non-Mandatory in 1991, and has continued to raise the level of professionalism and operations.

Scoring has elevated each accreditation period, due to hard work and unity among the staff.

The institution consists of 1236 acres surrounded on four sides by the Kisatchie National Forest. The prison area inner compound encompasses over 80 acres, with 24 building inside the main perimeter that is surrounded by a double 14-foot chain link fence strengthened with razor ribbon. Six towers monitor perimeter security with a tower located at each of the four corners of the perimeter fence that are manned 24 hours a day, seven days a week.

The compound has four general population housing units, each with a capacity of 352 offenders with an additional unit for offenders assigned to administrative segregation/ special management with a rated capacity of 130. Each housing unit has two recreational yards, as well as a facility ball field and gymnasium inside the compound. The rest of the compound includes administration, food service, industry, medical, visitation, education/vocational, laundry, transportation and maintenance buildings.

## WNC:

- Privately operated
- 09/10 Operating budgeted contract \$17.7 million
- Operating capacity 1,461



*Winn Correctional Center  
(Privatized)  
P. O. Box 1260  
Winnfield, LA 71483  
(Winn Parish)  
318-628-3971  
318-352-0304 FAX*

*Timothy Wilkinson  
Warden*

# *Offender Management (Community Supervision)*

The seal of the State of Louisiana Department of Public Safety & Corrections is a circular emblem. It features a blue outer ring with the words "STATE OF LOUISIANA" in gold. Inside this ring is a gold circle containing the words "UNION JUSTICE" at the top and "CONFIDENCE" at the bottom, separated by two gold stars. In the center of the seal is a gold shield depicting a figure holding a torch and a scroll. The entire seal is set against a light blue background.

*~Probation & Parole~*

*Louisiana Department of Public Safety & Corrections  
Annual Report 2009-2010  
[www.doc.louisiana.gov](http://www.doc.louisiana.gov)*



# Probation & Parole



## GENIE POWERS DIRECTOR OF PROBATION & PAROLE

P.O. Box 94304  
Baton Rouge, LA 70804  
All Districts & Regions  
225-342-6608  
225-219-0082 FAX

The Division of Probation and Parole (P&P) is responsible for supervising over 67,000 offenders and various other duties. Probation & Parole Officers have a unique role that requires they work with offenders to improve their lives by assessing their needs and making appropriate referrals. But they are also certified peace officers who help protect public safety by holding offenders accountable and ensuring they are abiding by the conditions of supervision. Case loads continue to rise, making a tough job more challenging. In the past ten years Probation & Parole has added 12,000 offenders with fourteen less Officers to supervise those cases.

In spite of these obstacles, staff work hard towards accomplishing the Probation & Parole mission. Districts have excellent collaboration with partners in the community that provide services to assist offenders with their needs. In addition to the Francois Alternative Center, there are Day Reporting Centers in New Orleans and Shreveport which provide alternatives to offenders who are on the cusp of being revoked. The Division collected a significant amount of money for victims and other entities in excess of 26 million dollars, processed over 30,000 new cases and made 6000+ arrests. We also have great relationships with criminal justice agencies that provide support when arrests or other interventions are necessary, and strengthened those partnerships through attendance at the Regional Criminal Justice Forums.

Reentry is a primary focus of the Division, and we continually strive to enhance services to offenders utilizing evidence based and best practices. Three districts are piloting a performance grid with two major goals: provide swift,

consistent sanctions to offenders who violate the conditions of supervision and offer rewards/incentives for offenders who do well on supervision. The DVD "Your Guide to a Successful Parole" is used as a training tool for offenders and staff. The Offender Welfare Fund provides the ability to purchase necessities for indigent offenders released from prison who meet certain criteria.

Research shows offenders are revoked more often in the first twelve to eighteen months of supervision and as a result, supervision strategy is being amended to place cases who meet certain requirements into an administrative level of supervision which will allow resources to be shifted to new cases. Enhancing these services is crucial as the data also reflects offenders completing their probation satisfactorily have a recidivism rate of 14%. Supervision strategies for the highest risk sex offenders continue to be enhanced.

The economic news is bleak, but there several promising initiatives. The Sentencing Commission will bring together members of the criminal justice system to address sentencing issues. Secretary Le Blanc's visits to the districts have been a morale booster and emphasized his support and commitment to Probation and Parole. As collection activities take up a large part of an Officer's work, an RFP is being developed to pilot privatization of collections.

Probation and Parole will continue to provide professional service and help the State become a safer and better place for all citizens.

### P&P:

- Staff positions 814
- Operating budget \$ 62.5 million.



## GERALD STARKS DEPUTY DIRECTOR OF PROBATION & PAROLE

P.O. Box 94304  
Baton Rouge, LA 70804  
All Districts & Regions  
225-342-5826  
225-219-0082 FAX

The Deputy Director is responsible for the board oversight of the day to day operations of the Division of Probation and Parole and is directly responsible to the Director in all matters. The Probation & Parole basic organizational structure clearly designates the lines of responsibility and authority. The Probation & Parole Senior Management Team consists of only eight positions: the Director, Deputy Director, the three Assistant Directors and the three Regional Directors. The Deputy Director directly supervises the Assistant and Regional Directors and has oversight responsibility for the twenty district offices and Headquarters staff. Under the direction of the Director, the Deputy Director engages in the formulation of policies and procedures and engages in a full range of personnel management activities. He is the Division Administrative Review Officer on all disciplinary actions and is the Probation & Parole Legal Officer.

Each of the three Assistant Directors have primary responsibility at Headquarters level for the programs and functions assigned to them and oversight responsibility for these programs relative to Probation & Parole field staff. The Assistant Directors provide technical assistance to Division staff in planning, directing and administering statewide programs relating to probation, parole, mandatory release (good time parole), sex offender supervision, intensive parole, transitional work program including the monitoring and auditing of contracts, interstate compact, electronic monitoring, fugitive warrants, NCIC, extradition, movement of violators, staff training, emergency response, alternative placement, pardons, clemencies, loss prevention/risk management, safety, volunteer services, ACA accreditation and any special program or project.

Probation & Parole's twenty district offices are divided into three geographic regions with a Regional Director assigned to each region. The Regional Directors have administrative and supervisory responsibility over the offices and personnel in their region. They make frequent supervisory visits to their offices and are the critical link between Headquarters and our field offices and staff. It is their responsibility to ensure policy is interpreted and implemented uniformly and effectively statewide in all twenty district offices. They are knowledgeable of the staffs and operations of each office and complete routine, comprehensive site audits for the Director and Deputy Director's review.

Probation & Parole's core mission is public safety. It is our responsibility to hold offenders accountable for their actions, while assisting them address the issues of unemployment, substance abuse, serious mental health problems, homelessness, poor education and lack of jobs skills. Public safety is best served when offenders cease committing crimes and become conductive, law-abiding citizens. This is our ultimate goal and the goal of our Reentry Program.

# Probation & Parole

Assistant Director Barry Matheny is responsible for the Sex Offender Supervision Program as well as Parole Supervision Programs. He is a key member of Probation & Parole's administrative leadership.



*Probation & Parole  
P. O. Box 94304  
Baton Rouge, LA 70804  
225-219-7790  
225-342-3087 FAX*

*Barry Matheny  
Assistant Director of  
Probation & Parole*

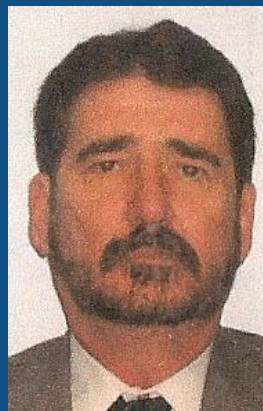
Assistant Director Otis Taylor is responsible for a number of important programs including the Interstate Compact Program, the Electronic Monitoring Program, the Transitional Work Program monitoring and the Fugitive/Warrant Program.



*Probation & Parole  
P. O. Box 94304  
Baton Rouge, LA 70804  
225-342-3097  
225-342-1615 FAX*

*O. T. Taylor  
Assistant Director of  
Probation & Parole*

Assistant Director Cecil Goudeau is responsible for our POST Academy and all aspects of training related to an officer's duties as peace officers. In addition, his area of responsibility includes P&P's American Correctional Association Accreditation Program, the Emergency Response Program. He also serves as liaison with the Pardon Board and coordinates the Division's Tax Intercept Program.



*Probation & Parole  
P. O. Box 94304  
Baton Rouge, LA 70804  
225-219-7791  
225-342-2493 FAX*

*Cecil Goudeau  
Assistant Director of  
Probation & Parole*

# Probation & Parole Region I



## LOUIS STACKS

Probation & Parole  
Regional Administrator-Region I

2525 Youree Drive  
Shreveport, LA 71104  
318-676-7044  
318-676-5388 FAX

### REGION I RESPONSIBILITIES:

Shreveport District (SPD)  
Leesville District (LSD)  
Minden District (MID)  
Monroe District (MOD)  
Natchitoches District (NAD)  
Alexandria District (ALD)  
Tallulah (TLD)  
Ville Platte District (VPD)

Louis Stacks is the Regional Director for Region I which includes eight district offices serving the thirty two northern most parishes of Louisiana. As Regional Director he is part of the P&P Headquarters' staff but is domiciled in Region I with an office in Shreveport. He has administrative and supervisory responsibility for all operations and staff in Region I and is a member of the Senior Management Team. Mr. Stacks has direct supervision over the eight District Administrators in Region I. He makes routine supervisory visits to each office and completes a comprehensive site audit which includes a review of all operations and performance.

The Division of Probation and Parole supervises over sixty seven thousand convicted felons with twenty district offices spread statewide. All work is performed in a legal environment dictated by state statutes and case law. The Regional Director is the critical link between Headquarters and field offices. Mr. Stacks works closely with Headquarters staff and two fellow regional directors to ensure policy is interpreted and implemented consistently and effectively statewide. This position is critical to our agency's performance and response to the present and future budget cuts.

This past year Mr. Stacks and the Region I offices have been very involved in the Reentry Program. The second Day Reporting Center was opened this year in the Shreveport District. Mr. Stacks emphasizes to his personnel the importance of developing and maintaining collaborative working relationships with community service providers which is underscored by the many thousands of offender referrals made in Region I this year. Mr. Stacks participates in the Division's various policy committees especially the Reentry and Supervision Committees. He is also chairman of the Emergency Response Committee which has upgraded all our emergency response policy this year. Region I collected \$6,315,103 in supervision fees over the past year.



## *Probation & Parole Shreveport District (SPD)*

The Shreveport District Probation and Parole Office is located at 2525 Youree Drive, Suite 300, Shreveport, La. and serves the two northwest parishes of the state, Caddo and Bossier.

The Shreveport Office concentrated on Reentry programs, community service, plans for the opening a Day Reporting Center, and excellent offender supervision in fiscal year 2009/2010. Our goal is to promote public safety through Reentry Programs that change offender behavior and reduce both victims of crime and recidivism. We have worked closely with the staff of the Caddo Parish Sheriff's Office in the implementation of their Regional Reentry Program at the Caddo Correctional Center. We work continually with Goodwill Services, with whom we conducted the Out4Life Community Forum in March, 2010, which was attended by 360 people.

Our office has also been involved in pilot programs this year working offenders through the proposed performance grid. Our office was selected to pilot the supervision of a group of offenders using the Department's Reentry Regulation requirements.

We supervise approximately 200 sex offenders, with a specialized team of five officers providing intensive supervision to this population. Sex offender counseling services for in our area are provided by a number of providers. Our staff ensures all sex offenders abide by all requirements of the sex offender statutes. Our staff leads the state in collections with \$1,490,511 in supervision fees being collected this year.

We have participated in several fund raisers for Special Olympics including the Torch Run, the Polar Plunge, and the Softball Tournament. Staff members also participated in the Race for the Cure in the fight against cancer.

#### SPD:

- Staff positions 58
- Offenders supervised 4,879



*Shreveport  
District Office  
2525 Youree Drive  
Suite #300  
Shreveport, LA 71104-3600  
318-676-7040  
318-676-7032 FAX*

*Pamela Morgan  
District Supervisor*





## *Probation & Parole* *Minden District (MID)*

The Minden District Probation and Parole office is located at 403 Industrial Drive, Minden, La and serves the parishes of Bienville, Claiborne, Jackson and Webster.

Minden District Office has an effective Reentry Program. Officers make excellent use of local substance abuse programs as well as other resources available. Our goal is to promote public safety by assisting offenders to successfully complete their period of supervision while still holding them accountable for their actions. Minden District's Community Service Coordinator hosts community forums annually in a continuing effort to gain more knowledge about available resources, networking with other providers, and to educate our staff in reference to resources available for offenders. Officers work closely with the Community Resource Coordinator to find solutions and make the best use of resources for repeat offenders.

Our office currently supervises approximately 65 sex offenders in our four parish area utilizing one dedicated caseload. Our officers provide very close supervision to all sex offenders and ensure they meet all requirements of the sex offender statutes, including registration, public notification and treatment. Primary sex offender treatment is provided with the district area in two locations.

We have a good working relationship with all local, state and federal law enforcement agencies. MID officers collected over \$450,000 in supervision fees this year exceeding our goal.

#### MID:

- Staff positions 20
- Offenders supervised 1,539



*Minden  
District Office  
403 Industrial Drive  
Minden, LA 71055  
318-371-3020  
318-371-3054 FAX*

*Ken Pickett  
District Supervisor*



## *Probation & Parole* *Monroe District (MOD)*

Monroe District Probation and Parole Office is located at 122 St. John Street, Monroe, La and serves the parishes of Morehouse, Lincoln, Ouachita and Union. Monroe District staff collected over \$2,226,000 in victim's restitution, court costs, fines and supervision fees.

The goal of our Reentry Program is to promote public safety by assisting offenders to successfully complete their term of supervision while holding them accountable for their behavior. Our staff is involved in developing collaborative relationships with public and private treatment and service agencies and faith-based organizations that benefit and assist our offenders. We held our annual focus group meeting and attended our local Regional Criminal Justice Forum where all stakeholders in the system, including judges, the District Attorney, law enforcement agencies, community leaders and service providers can work together on Reentry initiatives.

Monroe District has four officers assigned to sex offender case loads. These officers provide intense supervision to insure sex offenders comply with legal requirements of sex offenders. These officers attend sex offender treatment sessions to document attendance and monitor participation.

Our office works closely with all local, state and federal law enforcement agencies in executing warrants and assist with identifying individuals we have under supervision that may have committed new offenses.

Our employees are involved in many community activities. We participate in the State Employee's blood drive. We have established a Food Bank in our office to assist offenders in need. We have also implemented the Inmate Welfare Fund policy that provides for basic needs, such as, food, clothing, medication, etc for offenders in need during their first 14 days after release. Staff members work with other law enforcement agencies on the Ouachita Criminal Policy Panel.

### MOD:

- Staff positions 57
- Offenders supervised 5,041



*Monroe  
District Office  
122 St. John Street  
Fifth Floor, P.O. Box 1511  
Monroe, LA 71210  
318-362-3171  
318-362-5158 FAX*

*Arlena McDonald  
District Supervisor*



## *Probation & Parole* *Tallulah District (THD)*

Tallulah District Probation and Parole office is located at 1003 Johnson Street, Tallulah, La. and serves the Northeast portion of Louisiana. Parishes located in our District are West Carroll, East Carroll, Madison, Richland, Tensas and Franklin. We are bordered on the north by Arkansas and east by Mississippi. We are a large rural area that is sparsely populated.

Our Reentry Program is a high priority and a great challenge. As indicated this area of the state is sparsely populated and has few community resources and employment opportunities available to offenders compared to other areas. Our staff works with the various community organizations and faith-based groups to develop to the extent possible all local resources. We have made effective use of programs made available by a grant provided by the office of Addictive Disorders "Access to Recovery". Our office is very involved in the Fifth Judicial Drug Court and the Louisiana Transition Center for Women.

Tallulah District staff has a wealth of experience. We have very knowledgeable officers that are pro active in law enforcement activities. We have an effective sex offender supervision program and work with the local law enforcement agencies to ensure sex offenders meet all requirements of

supervision and statutes including treatment. They are constantly improving their skills through mandatory in service training, as well as, volunteer programs that enhance their supervision skills. In addition our officers collected over \$550,000 in victim's restitution, fines, court costs and supervision fees.

#### THD:

- Staff positions 21
- Offenders supervised 1,531



*Tallulah  
District Office  
1003 Johnson Street  
P.O. Box 192  
Tallulah, LA 71282  
318-574-4201  
318-574-1562 FAX*

*David Cagnolatti  
District Supervisor*



## *Probation & Parole Natchitoches District (NAD)*

Natchitoches District Probation and Parole Office is located at 935 4th Street, Natchitoches, La. and serves the parishes of DeSoto, Red River, Natchitoches, Sabine and Winn.

Natchitoches District has two Reentry facilities available, one in Caddo Parish in Shreveport, and another in Natchitoches at the Natchitoches Parish Detention Center. Our staff is involved in many community and faith based organizations and activities that provide assistance in the areas of employment, education, support and treatment to our offenders in this five parish area. We have developed a strong collaborative relationship with Northwestern State University and participate in their annual job fair. Our Volunteer Program also uses interns from their Social Work and Criminal Justice programs to assist our offenders. We have a very extensive sex offender treatment program in our area that provides our officers with current status reports.

We have close working relationships with all the local, state and federal law enforcement agencies in our five parish area. We closely supervise and monitor sex offenders and work with our Sheriff's Offices to ensure all sex offender

registration and notification requirements are met. Our office also collected \$507,532 in supervision fees.

### NAD:

- Staff positions 21
- Offenders supervised 1,890



*Natchitoches  
District Office  
P.O. Box 638, 935 4th St.  
Natchitoches, LA 71457  
318-357-3139  
318-357-3241 FAX*

*Ralph Mueller  
District Supervisor*



## *Probation & Parole Leesville District (LSD)*

The Leesville District Probation and Parole Office is located at 300 South Second Street, Leesville, LA and provides probation and parole services to Beauregard and Vernon parishes.

The Leesville District works closely with community programs and organizations to assist in the rehabilitation of offenders under our supervision. We host a local Focus Group Forum to identify and develop any local resources available to assist our offenders to successfully complete their period of supervision. We provide referrals to the Louisiana Workforce Commission to provide skills and developments for offenders seeking employment. We have a community Resource Coordinator that provides all the updated service information to the offenders in need of programs. We also conduct parenting classes on site for offenders.

The District works closely with both the Vernon and Beauregard Parish Sheriff's Offices to insure the compliance of sex offenders to all relevant statutes and works diligently to ensure public safety and awareness involving sex offenders. This office hosts monthly sex offender treatment and counseling sessions conducted by of number sex offender counselors. Our office works closely with all local, state and federal law enforcement agencies that assist our officers in monitoring offender behavior in the community.

The Leesville District Office staff is also involved in their local communities. They can be seen volunteering their time at local schools, parish fairs, veterans organizations, among others. Members of the district also participate in the annual Law Enforcement Torch Run which benefits the Louisiana Special Olympics program.

### LSD:

- Staff positions 15
- Offenders supervised 1,200



*Leesville  
District Office  
300 South Second Street  
P.O. Drawer U  
Leesville, LA 71496  
337-238-6427  
337-238-6442 FAX*

*Sandra Ortego  
District Supervisor*





## *Probation & Parole* *Alexandria District (ALD)*

Alexandria District Probation and Parole office is located at 1534 Lee Street, Alexandria, La. Our district covers the largest geographical area of any office providing service to the parishes of Avoyelles, Catahoula, Concordia, Grant, LaSalle and Rapides.

Alexandria District is widely respected for the balance in it's law enforcement activities as well as being a state leader in Reentry activities. Regarding public safety, Alexandria District conducts community policing with other agencies, supplies officers to the U. S. Marshal & F.B.I. Task Forces, and participates in the various warrant and crime sweeps. Additionally, Alexandria District developed a sex offender's education class held annually on "Halloween" night to enhance public safety. Alexandria District supervises sex offender treatment classes and supervises sex offenders using electronic monitoring and GPS tracking. Other community programs include the monitoring of two drug courts, supervision of the largest contract work-release program in the state, providing assistance to the Parole Board at hearings and conducting quarterly blood drives.

Alexandria Districts has developed a strong Reentry Program that includes job fairs, job training and collaborative

relationships with community service agencies and faith-based organizations. Staff member also participate in a weekly radio program that covers North Louisiana on Reentry related topics. This office is working to become the center for community resources for homeless and jobless offenders in Central Louisiana to reduce offender recidivism. Our district is also involved in many community activities including the annual issuance of a bookmark with contact information for victim organizations during Victim's Rights Week.

Alexandria District serves and protects the communities of it's district area and provides a wealth of services and resources for the Central Louisiana community and for the State of Louisiana.

#### ALD:

- Staff positions 49
- Offenders supervised 4,489



*Alexandria  
District Office  
1534 Lee Street  
P.O. Drawer 1111  
Alexandria, LA 71309  
318-487-5301  
318-487-5781 FAX*

*Jeffery Gaspard  
District Supervisor*



## *Probation & Parole* *Ville Platte District (VPD)*

The Ville Platte District Probation and Parole Office is located at 421 West Magnolia Street, Ville Platte, La and serves the parishes of Evangeline, St. Landry and Allen.

Our office is very involved in both local and regional Reentry initiatives. We have developed effective working relationships with a number of service providers and faith-based organizations. Our staff works closely with the Allen Correctional Center in Reentry activities, such as, the annual job fair. We also are involved in the South Central Regional Criminal Justice Forum which brings together many of the stakeholders from the criminal justice system, community agencies, service providers and faith-based organizations to develop a coordinated Reentry effort to assist offenders to successfully reintegrate into their community.

VPD has an effective sex offender supervision program with specially trained officers who work with local law enforcement agencies to ensure sex offenders adhere to all legal requirements of community notification, registration and sex offender treatment. We have a number of sex offender treatment providers in our area with sessions at various locations and times. Our office also collects costs, victim's restitution, fines, fees and supervision fees.

Our officers work closely with all local, state and federal law enforcement agencies and are involved in numerous community programs and activities. Officers address students in a number of local schools and assist with the annual Book to School Summit program. Staff members are involved in Special Olympics and participate in the annual torch run.

#### VPD:

- Staff positions 22
- Offenders supervised 2,331



*Ville Platte  
District Office  
421 West Magnolia St.  
Ville Platte, LA 70586  
337-363-6697  
337-363-3842 FAX*

*Glynn Brown  
District Supervisor*

# Probation & Parole Region II



## PHYLLIS SHERIDAN

Probation & Parole  
Regional Administrator-Region II

2752 Wooddale Blvd. Suite 400  
Baton Rouge, LA 70805  
225-922-1691  
225-922-2073 FAX

### REGION II RESPONSIBILITIES:

Baton Rouge District (BRD)  
Donaldsonville District (DVD)  
West Baton Rouge District (WBRD)  
East Feliciana District (EFD)  
Lafayette District (LFD)  
Lake Charles District (LCD)  
New Iberia District (NID)

Phyllis Sheridan is the Regional Director for Region II which includes seven district offices serving twenty parishes in the central southwestern area of the state. As Regional Director she is part of the Division's Headquarters Staff but is domiciled in Region II with an office in Baton Rouge. She has administrative and supervisory responsibility for all operations and staff in her region and is a member of the Division's Senior Management Team. Mrs. Sheridan has direct supervision over the seven District Administrators in her region. She makes routine supervisory visits to each office and completes a comprehensive site audit which includes a review of all operations and staff performance. The Division of Probation and Parole supervises over sixty seven thousand convicted felons with twenty district offices spread statewide. All of our work is performed in a legal environment dictated by state statute and case law. The Regional Director is the critical link between Headquarters and our field offices. Mrs. Sheridan works closely with Headquarters staff and her two fellow regional directors to ensure policy is interpreted and implemented consistently and effectively statewide. As the Division feels the effects of diminishing resources and increasing workloads the function of the regional director is even more critical.

This past year Mrs. Sheridan and the district offices have been very involved in expanding our Reentry Program. She is chairman of our Reentry Committee which develops Reentry policy. Mrs. Sheridan emphasizes to her personnel the importance of developing and maintaining collaborative relationships with community service agencies and faith based groups. This is especially important as budget cuts diminish the availability of state funded resources. Mrs. Sheridan is very involved in the policy making committees. Region II also collected \$8,491,634 in victim's restitution, supervision fees, fines and court costs.



## *Probation & Parole* *Baton Rouge District (BRD)*

The Baton Rouge District Probation and Parole Office is located at 2751 Wooddale Boulevard, Suite 400, Baton Rouge, Louisiana and serves the majority of East Baton Rouge Parish.

The district office provides specialized services in that of five officers supervise sex offender case loads, two officers supervise drug court cases, and six officers are trainers in firearms, defensive tactics, cardiac pulmonary resuscitation, and physical fitness. One officer works with the U. S. Marshal's Task Force and another officer works with the specialized sex offender apprehension unit of the Marshal's Office.

Our staff has established collaborative relationships with many community based collaborative organizations, such as, Communities United for Reentry, the Coalition for Church United for Reentry, the state Reentry Symposium, the state Conference for the Homeless, Step-Out, Volunteers of America, the Louisiana Workforce, the Uplifted Communities for Reentry, Workforce Development and numerous job fairs, community treatment providers and faith based organizations. BRD piloted the Inmate Welfare Fund Project and started its own "basic necessities closet"

from staff donations to assist offenders with basic needs, such as, clothing, food and toiletries. Changing offender behavior reduces recidivism, promotes community safety and is cost effective.

BRD works extensively with local and federal law enforcement agencies. Our officers regularly work warrant sweeps and crime suppression initiatives with the Sheriff's Office and Baton Rouge Police Department. Our staff work closely with local law enforcement in the supervision and monitoring of sex offenders and are members of the U.S. Marshall's Sex Offender Task Force and the Watch System Committee. We work closely with local sex offender treatment providers to ensure effective supervision.

Our district became "green" by placing recycle bins by each printer and copier for paper and an aluminum and plastic recycle bin as well.

#### BRD:

- Staff positions 61
- Offenders supervised 4,939



*Baton Rouge  
District Office  
2751 Wooddale Blvd.  
Suite #400  
Baton Rouge, LA 70805  
225-922-0227  
225-922-2072 FAX*

*Patrica Murphy  
District Supervisor*





## *Probation & Parole Donaldsonville District (DVD)*

Donaldsonville District Probation and Parole Office is located at 10115 Frontage Street, St. James, LA 70086 and services to the parishes of Ascension, St. James, Assumption, and St. John. Our office is involved in many Reentry initiatives to assist offenders become law abiding citizens and successfully complete their term of supervision.

DVD is collaborating with the LSU AgCenter Cooperative Extension Service to provide a series of bimonthly Soft Skills Classes for offenders that includes Parenting and Family Development, Financial Literacy and Workplace Development. These classes are taught by LSU AgCenter personnel from their Ascension office. Our office serves as the host site and probation and parole officers monitor and assist in these classes. These classes are free to the public and offenders and over three hundred offenders have completed these valuable courses.

Our personnel work closely with local and state agencies and private organizations, such as, faith-based groups to develop and make use of any available resource. DVD hosts annual Focus Group meetings and participate in the Regional Criminal Justice Forums. Our officers also provide oversight of offenders performing public service and participate in

many local activities, such as, National Victim's Week, Night Out Against Crime and many others.

Our office collected a total of \$879,164 in fines, court cost, victim's restitution, supervision fees, etc of which \$571,927 were for supervision fees.

Our office has a very close working relationship with all local, state and federal law enforcement agencies and assist our local Sheriff's Offices perform regular warrant sweeps and monitor sex offender compliance to state statutes requiring registration and notification of sex offenders.

### **DVD:**

- Staff positions 26
- Offenders supervised 2,146



*Donaldsonville  
District Office  
10115 Frontage Street  
St. James, LA 70086  
225-474-2020  
225-474-2050 FAX*

*Anthony "Tony" Simon  
District Supervisor*



## *Probation & Parole*

### *West Baton Rouge District(WBRD) & East Feliciana District (EFD)*

The West Baton Rouge District Probation and Parole Office is located at 1120 Northwest Drive, Port Allen, La. and serves the parishes of West Baton Rouge, Pointe Coupee, Iberville and part of East Baton Rouge Parish, with a sub-office located at 11312 Banks Street, Clinton, La. which serves East and West Feliciana Parishes. We currently supervise in excess 2500 offenders and monitor 600 transitional work program offenders.

Our staff collects fines, court costs, and restitution and supervision fees for the 18th, 19th, and 20th Judicial District Courts. Our officers attend monthly Reentry Coalition meetings, working to develop and expand programs and treatment provided to our offenders by community and faith based organizations and agencies. We partner with our Baton Rouge District Office in helping our clients with the Inmate Welfare Fund as well as holding our own annual Job Resource Fair.

We have a number of sex offender treatment programs in our area located in Baton Rouge, Port Allen and Baker. We work closely with local law enforcement to ensure all sex offender requirements are completed..

We have officers involved in several local task forces and participate in local warrant sweeps. One officer is a member of the U. S. Marshal's Task Force on Sex Offender Warrants and another works at the Governor's Office of Homeland Security and Emergency Preparedness during emergency events.

We are privileged to sponsor our local Special Needs Project in Port Allen. We hold several events each year including Mardi Gras with mini parade and throws, a Halloween party, a July ice cream party, and a Christmas party with Santa and elves for the facility residences. This program is very popular with our staff.

#### WBRD:

- Staff positions 24
- Offenders supervised 1,970

#### EFD:

- Staff positions 8
- Offenders supervised 628



*West B. R. District Office  
Paragon Plaza Suite B  
1120 Northwest Dr.  
Port Allen, LA 70767  
225-342-2770  
225-342-6604 FAX*

*Curtis P. Fremin, Jr.  
District Supervisor*



## *Probation & Parole Lafayette District (LFD)*

Lafayette District Probation and Parole Office is located at 237 West Willow Street, Lafayette, La and provides services for the parishes of Acadia, Lafayette, and Vermillion. Lafayette District has three officers devoted to the supervision of sex offenders on a full-time basis. These officers work closely with local law enforcement and treatment providers in supervising these offenders. We have two major providers of sex offender treatment within our district. Our Sheriffs for all three parishes are completing all of the requirements for sex offender registration and notification.

LFD is very involved in Reentry efforts in all three of our parishes. We work with the local drug court and actively participate with the Drug Court Staff by attending weekly review hearings and staffing sessions. Our officer is a tremendous asset to the Drug Court Program. We maintain a close working relationship with the Louisiana Workforce Commission. We are represented on a committee called BRING (Bringing Regional Initiatives in Greater Acadiana) which brings stakeholders together monthly to develop a comprehensive plan for our area. This committee also sponsors an annual Job Fair for offenders.

The Lafayette Parish Sheriff's Office is very progressive in the area of Reentry and offers some outstanding programs that are utilized by our office. The most utilized program is the Day Reporting Center. It delivers relevant programming to offenders by promoting continued abstinence from substance abuse, swift intervention for noncompliance, and aid in obtaining life long skills.

Our staff frequently participate in warrant sweeps and other joint ventures with local law enforcement and assists as needed during emergency situations. We continue to attend the weekly Computer Statistics COMPSTAT meeting at Lafayette Police Department in an effort to reduce crime in our area.

#### LFD:

- Staff positions 47
- Offenders supervised 3,677



*Lafayette  
District Office  
237 West Willow Street  
Lafayette, LA 70501  
337-262-5444  
337-262-5684 FAX*

*Michael Hoffpauir  
District Supervisor*



## *Probation & Parole*

### *Lake Charles District (LCD)*

Lake Charles District Probation and Parole office is located at 99 Gershner Memorial Drive, Lake Charles, La and provides service to the parishes of Calcasieu, Cameron and Jefferson Davis.

Through our reentry initiatives, we are committed to finding resources to help offenders become productive members of the community while making our communities safer by holding offenders accountable for their behavior. We have developed effective partnerships with local social service agencies and faith-based organizations, such as, the Southwest La. Reentry Coalition, the OUT-4 Life Coalition and the Tri-Agency Sex Offender Team. These organizations were formed by groups of community stakeholders to assist offenders through reentry initiatives

Our officers closely supervise a large number of sex offenders and work with local and state law enforcement agencies to ensure these offenders adhere to all statutes relating to registration, notification and sex offender treatment. Our personnel participated in Operation FALCON which is a national warrant sweep conducted by the United States Federal Marshall's office and routinely participate in local drug warrant sweeps with the Calcasieu Parish Sheriff Office and the Dequincy Police Department.

Lake Charles District employees have been involved in numerous community projects, including collecting Christmas toys for the needy. Our staff collected over \$720,000 in victim's restitution, fines and supervision fees. Last year, 1016 offenders completed probation and parole successfully.

#### LCD:

- Staff positions 38
- Offenders supervised 4225



*Lake Charles  
District Office  
991 Gerstner  
Memorial Blvd.  
Lake Charles, LA 70601  
337-491-2388  
337-491-2399 FAX*

*Charles Finkley  
District Supervisor*





## *Probation & Parole* *New Iberia District (NID)*

The New Iberia District Probation and Parole office is located at 1221 Adrian Street, New Iberia, La and serves the parishes of Iberia, St. Mary and St. Martin.

New Iberia District supports our Reentry initiative by networking with local agencies, treatment providers, jails and other resources in an effort to connect offenders with services while under supervision. We facilitate meetings with local treatment providers such as "Keys to Sober Living" and the Office of Addictive Disorders and have established a system of referrals and follow up with both agencies to provide treatment opportunities for our offenders.

NID is also involved in the local drug court and work closely with Louisiana Works who provides life skills training and develops employment opportunities which are critical to successful completion of supervision. Our goal is to promote public safety by assisting offenders successfully complete their period of supervision. Our office facilitated 776 offenders successfully complete supervision this year.

New Iberia District provides in house treatment to sex offenders by holding bimonthly classes through Professional Academy. We have an established Sex Offender Team that supervises predominantly convicted sex offenders in a special

case load designed to provide a high level of supervision to these complex, high risk offenders. Our sex offender team partners with local authorities to conduct compliance checks in addition to regular field contacts and conducts special operations such as compliance checks on Halloween night.

Our staff collected \$1,593,153 in victim's restitution and supervision fees.

**NID:**

- Staff positions 42
- Offenders supervised 3,753



*New Iberia  
District Office  
1221 Adrian Street  
New Iberia, LA 70560  
337-373-0014  
337-373-0109 FAX*

*Jeff Badeaux  
District Supervisor*

# Probation & Parole Region III



## SUSAN LINDSEY

Probation & Parole  
Regional Administrator-Region III

713 St. Charles St. , Third Floor  
New Orleans, LA 70130  
504-568-8756  
504-569-6527 FAX

### REGION III RESPONSIBILITIES:

Covington District (CVD)  
Amite District (AMD)  
East Jefferson District (EJD)  
Jefferson Parish District (JPD)  
Thibodaux District (THD)  
New Orleans District (NOD)

Susan Lindsey is the Regional Director for Region III which includes six district offices located in the southern area of the state, primarily around the greater New Orleans area.

As Regional Director she is part of the Division's Headquarters' staff but is domiciled in her region with an office in New Orleans. She has administrative and supervisory responsibility for all operations and staff in her region and is a member of the Division's Senior Management Team. Mrs. Lindsey has direct supervision over the six District Administrators in her region. She makes routine supervisory visits to each office and completes a comprehensive site audit which includes a review of all operation and performance. She works on a daily basis with the region's district administrators and is involved in personnel actions as well as providing guidance and direct oversight. The Division of Probation and Parole supervises over sixty seven thousand convicted felons with twenty district offices spread statewide. All of our work is performed in a legal environment dictated by state statutes and case law.

The Regional Director is the critical link between Headquarters and our field staff. Mrs. Lindsey works closely with Headquarters staff and her fellow regional directors to ensure policy is interpreted and implemented consistently statewide.

The position and function of the Regional Director position become even more critical to our successful operation as we experience diminishing resources and higher case loads.

This past year Mrs. Lindsey and the Region III offices have been very involved in our Reentry Program. The Day Reporting Center located in New Orleans was moved to the Orleans Parish Sheriff's Office and is doing well. Mrs. Lindsey is chairman of the important Supervision Committee that develops policy relative to the supervision of offenders. She is also very involved in our Reentry Program.



## *Probation & Parole Covington District (CVD)*

The Covington District Probation and Parole Office is located at 1712 N. Columbia Street, Covington, La. and serves the parishes of St. Tammy and Washington.

Officers work closely with the 23rd Judicial District Drug Court Program. This Drug Court is recognized as one of the best in the country. We have recently begun participation in the state's first felony DWI Court Program. Our goal is to promote public safety by assisting offenders to change their behavior and successfully complete the term of supervision in the process reducing the number of crimes and victims as well as reducing recidivism. Our district is developing a strong Reentry program including an excellent working relationship with the Louisiana Workforce Commission. Commission personnel visit our office once a month to provide onsite assistance and teach Job Readiness classes. Our staff also attends job and community resource fairs and hosts an annual Focus Group meeting for all stakeholders, such as Addiction Counseling and Education Resources, Truth 180 and other Access to Recovery providers.

Our office has an excellent sex offender supervision program and works with other law enforcement agencies to ensure these offenders adhere to all sex offender requirements. Sex

offender treatment is held at a number of locations in our area including the district office. Officers also provided an Internet/Sex Offender Awareness course to schools and the public.

Our officers participate in arrests with the FBI and the U.S. Marshals, as well as with our local law enforcement agencies and have collected \$2,032,471 in victim's restitution, fines, and court cost and supervision fees.

Staff members participate in numerous community activities, such as, the Special Olympic Torch Run, the Dream Factory and the Jaycees.

#### **CVD:**

- Staff positions 52
- Offenders supervised 5,047



*Covington District Office  
P.O. Box 3610  
1712 N. Columbia St.  
Covington, LA 70435  
985-871-8351  
985-871-8357 FAX*

*Kevin Hidalgo  
District Supervisor*



## *Probation & Parole* *Amite District (AMD)*

Amite District Probation and Parole office is located at 1209 NW Central Avenue, Amite, La. and provides probation and parole services for the parishes of Livingston, St. Helena and Tangipahoa. During the past year our staff collected over \$1,443,008 in victim's restitution, court costs, fines and supervision fees.

Amite District has an effective Reentry Program focused on the continued collaboration with local service providers, faith-based groups and community organizations. We held our annual Focus Group meeting and participated in the Regional Criminal Justice Forum to promote offender Reentry efforts and develop effective working relationships with all parties, including employers, service providers, faith-based groups and members of all local criminal justice agencies. Our staff has also participated in several Job Fairs, the Catholic Life Charities Symposium and numerous meetings with individual persons and groups to promote Reentry activities.

These efforts promote public safety by reducing recidivism and crime through offender treatment, training, education and employment. Our Reentry goal is to assist offenders successfully complete their period of supervision thereby reducing the number of citizens victimized and the high cost of offender incarceration.

Our officers work closely with all local, state and federal law enforcement agencies in monitoring offender behavior and hold offenders accountable to their conditions of supervision. We have staff assigned to work with the 21st Judicial Drug Court which is a viable option to assist offenders with substance abuse problems and have especially trained officers assigned to supervise sex offenders. Sex Offender Specialist ensure sex offenders abide by all sex offender notification, registration and treatment requirements and are closely supervised.

#### AMD:

- Staff positions 38
- Offenders supervised 3,489



*Amite District Office*  
*1209 Northwest Central*  
*Ave. P.O. Box 955*  
*Amite, LA 70422*  
*985-748-2013*  
*985-748-2028 FAX*

*Dennis Cothorn*  
*District Supervisor*





## *Probation & Parole*

### *East Jefferson District (EJD)*

The East Jefferson District Probation and Parole office is located at 191 Veterans Blvd., Suite 400, Kenner, La. and provides service to Metairie, Kenner, Harahan, River Ridge, and Jefferson.

EJD has an effective Reentry Program with close working partnerships with many local treatment and service agencies and faith-based organizations. Our goal is to assist offenders successfully complete their term of supervision by making the most effective use of available resources, such as, the Orleans Day Reporting Center, and working to change offender behavior. We are involved in a number of local Reentry activities focusing on employment, substance abuse and housing needs, including job fairs, focus group meetings and we recently participated in our Regional Criminal Justice Forum.

Our staff works effectively with all local, state and federal law enforcement agencies, especially the Kenner Police Department and Jefferson Parish Sheriff's Office. We closely supervise sex offenders and require they abide by all sex offender statutes including registration, public notification and treatment. Our staff work with the Gretna Home Incarceration Program to monitor offenders sentenced

to home incarceration as a special condition of their probation.

We are particularly proud of Officer Steven Lassalle was awarded the 2009 Probation and Parole Officer of the Year by the Department at the Memorial and Award Ceremony held in May, 2009.

#### EJD:

- Staff positions 22
- Offenders supervised 2,048



*East Jefferson  
District Office  
1919 Veterans Memorial  
Blvd. Suite #400  
Kenner, LA 70062  
504-465-3490  
504-465-3499 FAX*

*Joe Dier  
District Supervisor*



## *Probation & Parole* *Jefferson Parish District (JPD)*

Jefferson Parish Probation and Parole office is located at 2150 West Bank Expressway, Harvey, La. and provides probation and parole services to the parishes of St. Bernard, Plaquemines, and the west bank of Jefferson Parish.

Jefferson District has an effective Reentry Program and utilizes the New Orleans Day Reporting Center and the Orleans Reentry and Rehabilitation Service Center as well as many other local treatment providers and community faith-based organizations. The district has initiated a screening process for parolees in need of basic necessities, such as, housing, food, medication and clothing which are available from the Inmate Welfare Fund.

Jefferson District has a great working relationship with all three judicial district courts and the sheriff's offices located in their district. The district administrator routinely meets with all three chief judges relative the supervision of probationers. District staff members are involved in many civic programs and community functions throughout the year.

Jefferson District staff closely monitors and supervise sex offenders and use several different treatment providers for sex offender treatment as required by law. Staff works with all local, state and federal law enforcement agencies,

especially the Jefferson Parish Sheriff's Office and the U.S. Marshall's Service.

JPD:

- Staff positions 42;
- Offenders supervised 3,660



*Jefferson Parish  
District Office  
Harvey State Office  
Bldg. 2150 Westbank  
Expressway Suite 501  
Harvey, LA 70058  
504-361-6730  
504-361-5684 FAX*

*Joe Mayeux  
District Supervisor*



## *Probation & Parole*

### *New Orleans District (NOD)*

New Orleans District (NOD) Probation and Parole office is located at 731 St. Charles Street, New Orleans, La and provides service to the Parish of Orleans.

The New Orleans District Office has been heavily engaged in reentry initiatives for a number of years and has close working relationships with the Orleans Reentry and Rehabilitation Service Center and the New Orleans Day Reporting Center.

This office also has established partnerships with the following entities which provide services on site: Emmett Professional Services (level of care assessments and substance abuse treatment), Professional Academy (sex offender treatment), N.O. AIDS Task Force, Job One Mobile Employment Unit (employment registration and referrals) and St. Anna's Medical Mission (health care screening and referrals). An additional partnership is planned with Catholic Charities to provide on site adult education services for probationers and parolees.

NOD personnel utilize a wide variety of community resources in addressing the needs of offenders. Prominent among these are Goodwill Industries, Salvation Army,

Bridge House, Odyssey House, Ozanam Inn and the New Orleans Mission. NOD personnel are also active in job fairs in addition to facilitating visits to DOC facilities by the Job One mobile employment unit.

Community policing efforts involve a variety of collaborative activities with NOPD, New Orleans Police and Justice Foundation, U. S. Marshal Service, Immigration and Customs Enforcement and ATF. The NOD liaison to the U. S. Marshal Task Force has been very successful in clearing warrants for Region 3, La. DOC, NOPD, and a number of other law enforcement agencies both inside and outside the State of Louisiana.

#### NOD:

- Staff positions 57
- Offenders supervised 5,713



*New Orleans  
District Office  
731 St. Charles Ave.  
Third Floor  
New Orleans, LA 70130  
504-568-4956  
504-568-8878 FAX*

*David Lindsey  
District Supervisor*



## *Probation & Parole* *Thibodaux District (THD)*

Thibodaux District Probation and Parole Office is located at 1404 Tiger Drive, Thibodaux, La. and serves the parishes of Lafourche, St. Charles and Terrebonne.

Our primary mission is to enhance public safety. As proven in many other states the best way our Division can promote public safety in both the short and long term is to provide supervision and assistance to offenders to successfully complete their term of supervision by becoming productive, law abiding members of our communities. Reducing recidivism in this positive manner reduces both the number of citizens who are victimized and costs of incarceration.

The goal of the THD district's Reentry Program is to hold offenders accountable for their behavior while providing the necessary tools and assistance in the form of substance abuse and mental health treatment, job training, education, etc. to enable them to become productive citizens. Our staff collaborates with public and private agencies and community organizations to develop and make available these types of resources, such as, the Tri-parish Coalition on Homelessness and the Haven Woman's Shelter. Our staff participate in many community activities and functions throughout our three parish area.

Our officers are a vital part of the Lafourche and St. Charles Parish Drug Courts and work closely with all local, state and federal law enforcement agencies. We have a very effective sex offender supervision program and work with our local law enforcement agencies to ensure sex offender abide by all legal requirements of public notification, registration and sex offender treatment.

#### THD:

- Staff positions 40
- Offenders supervised 3,653



*Thibodaux District Office*  
*1404 Tiger Drive*  
*P.O. Box 878*  
*Thibodaux, LA 70302*  
*985-447-0935*  
*985-447-0827 FAX*

*Corey Acosta*  
*District Supervisor*



# Local Jails



Office of Adult Services  
P. O. Box 94304  
Baton Rouge, LA 70804  
225-342-1330  
225-342-3349 FAX

Linda Ramsay  
Deputy Assistant Secretary

## Basic Jail Guidelines

During Fiscal year 1989-1990, there was an average of 4,722 state offenders (or 27% of the state's population) housed in local jails.

In March 1994, with an increasing state offender population, DPS&C realized a need to provide more bed space for offenders sentenced to the custody of the state. As a result the State entered into a formal partnership that is considered to be a unique form of privatization, a partnership with the Louisiana Sheriffs' Association. The parties to the partnership agreement developed Basic Jail Guidelines (BJG) that set minimum conditions necessary to ensure the safe, efficient, and constitutional conditions of confinement for DOC offenders housed in local jails. The partners worked together to train staff, develop monitoring teams to monitor compliance with the BJG at those local facilities who were BJG certified to house state offenders. The partnership between the State of Louisiana and the Louisiana Sheriffs' Association was the catalyst that ended decades of federal oversight of local jails in Louisiana in 1997.

At fiscal year end on June 30, 2010, offenders remanded to the custody of the State of Louisiana totaled 39,815 individuals. 52.4% of those were housed in facilities operated by Louisiana sheriffs.

Understanding that to effectively prepare offenders to transition from jail to community, in July 2009, the DPS&C and the Louisiana Sheriffs' Association updated their partnership agreement. The partners agreed to work collaboratively to develop reentry strategies that address public safety risks and benefit offenders and their families,

victims, and the entire Louisiana community. The Basic Jail Guidelines were also amended to incorporate reentry initiatives. The FY 09/10 per diem paid to a local jail for housing a DOC offender was \$24.39 per day.

## Transitional Work Programs

Formerly known throughout the Department as "work release", transitional work programs provide an offender with gainful employment, while affording the offender the opportunity to provide family and child support, as well as to accumulate savings from paid employment. Transitional work program (TWP) participation provides for an offender's gradual reintegration into the community and serves to enforce the offender's successful reentry. TWP are not operated by the Department, but primarily operated by a local Sheriff. All TWP facilities that house state offenders must comply with the provisions of the Department's Standard Operating Procedures for Transitional Work Programs (SOP). Program compliance monitoring is coordinated by the Office of Adult Services. Monitoring visits are conducted at least annually.

At fiscal year end, there were 38 facilities offering TWP opportunities, over 3,500 offenders participating in TWP across the state, with over 130 employers involved in the program.

## Monitoring Local Jails

The Office of Adult Services (OAS) is responsible for conducting ongoing monitoring of local jail facilities to ensure compliance with Department procedures and regulations, applicable standards set forth by the American Correctional Association (ACA), Standard Operating Procedures for Adult Community Rehabilitation Centers, and/or Basic Jail Guidelines.

On-site, operational monitoring of at a local jail facility is conducted to provide the Warden or Administrator with an objective, informative assessment of operational activities. The monitoring events are conducted at least once annually. Existing guidelines were revised to reflect current practice and new guidelines were created to require;

- drug-free workplace policy (pre-employment testing, post-accident, reasonable cause/probably suspicion, and period random testing);
- specific information for annual reporting;
- key control policy;
- specific information for monthly reporting to DOC for local jail facilities that house 100 or more offenders;
- written policy, procedure and practice that provides for the prevention, detection, response, reporting and investigating of alleged and substantiated sexual assaults (PREA);
- facilities with an offender population of 100 or more randomly test 5% of the population on a monthly basis for alcohol/drugs;

- offenders with a physical impairment that would impede access to programs are transferred to DOC custody for evaluation;
- annual TB testing of offenders;
- each discharging offender is provided with 24 hour supply of current maintenance medications at discharge, along with a 5 day prescription;
- transitional work programs are operated in accordance with DOC Standard Operating Procedures.
- In addition, technical assistance was provided to 3 facilities in the form of “mock” ACA audits;

## LOUISIANA STATE PRISON POPULATION

**FYE 6-30-2010**

|                       | Offenders | % of Population |
|-----------------------|-----------|-----------------|
| State Facilities      | 18,963    | 47.6%           |
| Local Jail Facilities | 20,852    | 52.4%           |
| Total                 | 39,815    | 100.0%          |

# State Facility Monitoring & Review

## *Monitoring of State Facility Operations*

OAS also conducts operational monitoring of state prison facilities/operations to provide the Warden with an objective, informative assessment of operational activities. These evaluations are conducted on an annual basis and the monitoring teams are selected by the Chief of Operations from a pool of Central Office staff and institutional staff from a facility other than that which is being evaluated.

A physical inspection of the entire facility is conducted. Policy, procedure and relevant documentation is reviewed to determine compliance status with standards set by the American Correctional Association.

During the fiscal year, each state prison facility met or exceeded expectations of operational audits by the OAS Team. The Wardens are to be commended for their diligence and commitment to the principles of accreditation in spite of compelling economic challenges.

During FY 09/10, across all Louisiana state prisons there were only 8 offender-on-offender assaults which resulted in serious injury. A serious injury requires urgent and immediate medical treatment and restricts an offender's usual activity. Medical treatment is more extensive than mere first aid. This is a key indicator of Louisiana's safe and effective correctional practices, especially when compared to the national average as published by the Association of State Correctional Administrators (ASCA). Louisiana's offender on offender assaults that involved serious injury during the fiscal year adjusted for the number of offenders in DOC facilities reported as a rate per 1,000 is 0.00%, when the national average reported by ASCA is 0.02%.

## *Transitional Work Program Assignment*

OAS processes transitional work program (TWP) recommendations from all state prisons and local jail facilities. Recommendations are screened in accordance with specific statutes and other criteria set forth in Department Regulations.

During FY 09-10 a total of 5,806 TWP recommendations were processed, 1,314 from state institutions and 4,494 from local jail facilities. Of this number, 5,208 were approved for participation in transitional work program. The fiscal year end transitional work program bed capacity was 5,640 beds, with 3,588 occupied.

## *Offender Transfers*

The Office of Adult Services also maintains the Department's database (CAJUN), which stores the most current physical location of all DOC offenders. During FY 09-10, over 55,800 transactions were entered in CAJUN to update offenders' physical location, as a result of parish to parish movements, new commitments, and other movements. In addition, transfers were processed through OAS for the movement of 8,153 offenders from local jail facilities into the Department's Reception Centers, and 6,410 offenders from the Reception Centers to state prison facilities.

# State Facility Monitoring & Review

## Administrative Remedy – Offender Grievances

All offenders within the Department, as well as those housed in local jails, have reasonable access to the Department's "Administrative Remedy Procedure" (ARP). Through the ARP process, an offender may seek formal review of a complaint relating to most aspects of his incarceration. Offenders are required to use the procedure before they can proceed with a suit in federal and state courts. Offenders are encouraged to seek solutions to their concerns through informal means, but in order to ensure their right to use the formal procedure, they must make their request to the Warden within a 90 day period after the incident has occurred. If after filing in the formal procedure the offender receives a satisfactory response through informal means, the offender may request in writing that the Warden cancel

his formal request for an administrative remedy. The Warden must respond to the offender within 40 days from the date the ARP is received. If the offender is not satisfied with the Warden's response, he can proceed to the next level in the process through an appeal to the Secretary. The Office of Adult Services staff serves as the Secretary's designee in responding to ARP appeals. Below is a summary of offender grievances filed over the past four fiscal years.

| ADMINISTRATIVE REMEDY PROCEDURE'S FILED |        |        |        |        |
|---|--------|--------|--------|--------|
| Offender Grievances Filed               | 06/07  | 07/08  | 08/09  | 09/10  |
| Health                                  | 2,464  | 2,294  | 2,047  | 1,904  |
| Property                                | 621    | 681    | 592    | 513    |
| Legal                                   | 259    | 230    | 233    | 177    |
| Classification                          | 1,007  | 1,001  | 868    | 847    |
| Discrimination                          | 253    | 228    | 210    | 192    |
| Rules                                   | 439    | 242    | 250    | 237    |
| Abuse/Threats                           | 3,443  | 3,119  | 2,739  | 2,853  |
| Protection                              | 343    | 389    | 313    | 317    |
| Communications                          | 862    | 779    | 556    | 521    |
| Quality of Life                         | 1,244  | 959    | 1,185  | 1,362  |
| Records                                 | 792    | 796    | 666    | 689    |
| Finances                                | 464    | 446    | 434    | 517    |
| Programs                                | 210    | 240    | 167    | 231    |
| Disciplinary                            | 925    | 935    | 924    | 938    |
|   | 13,326 | 12,339 | 11,184 | 11,532 |

# Facility Monitoring & Review

## Offender Disciplinary Activity

Disciplinary rules are established to provide structure and organization for prisons and a framework within which the offender population can expect the disciplinary system to function. Offenders are afforded due process during disciplinary hearings. An offender who wants to appeal a case heard by the Disciplinary Board may do so at the institutional level if, after receiving the local decision on his appeal from the Warden of the facility, the offender is not satisfied, he may proceed to the next level of the process through an appeal to the Secretary. The Office of Adult Services staff services as the Secretary's designee for reviewing and considering disciplinary appeals. The below chart is an illustration of disciplinary activity over the past four fiscal years.

| OFFENDER DISCIPLINARY ACTIVITY            |        |        |        |        |
|---|--------|--------|--------|--------|
|   | 06/07  | 07/08  | 08/09  | 09/10  |
| Minor Offenses (Schedule A) - # heard     | 8,261  | 8,119  | 7,253  | 7,333  |
| Minor Offenses (found guilty)             | 7,973  | 7,867  | 7,095  | 7,183  |
| % Guilty                                  | 97.45% | 96.90% | 97.82% | 97.95% |
|   |        |        |        |        |
| Major Offenses (Schedule B) - # heard     | 45,747 | 45,198 | 35,946 | 38,755 |
| Major Offenses (found guilty)             | 43,414 | 42,618 | 33,804 | 36,376 |
| % Guilty                                  | 95.31% | 94.29% | 94.04% | 93.86% |
|   |        |        |        |        |
| Disciplinary Appeals Filed to Warden      | 4,204  | 4,420  | 3,372  | 3,928  |
| Appeals denied by Warden                  | 3,632  | 3,824  | 2,932  | 3,356  |
| % DENIED (Board Chairman Decision Upheld) | 86.39% | 86.52% | 86.95% | 88.01% |
|   |        |        |        |        |
| Disciplinary Appeals Filed to Secretary   | 1,693  | 1,828  | 1,108  | 1,688  |
| Appeals denied by Secretary               | 1,478  | 1,611  | 881    | 1,409  |
| % DENIED (Board Chairman Decision Upheld) | 87.30% | 88.13% | 79.51% | 83.47% |



# *Reentry*



*Louisiana Department of Public Safety & Corrections*  
*Annual Report 2009-2010*  
[www.doc.louisiana.gov](http://www.doc.louisiana.gov)

# Offender Reentry



*Offender Reentry*  
P. O. Box 94304 Baton  
Rouge, LA 70804  
225-342-6924  
225-342-3349 FAX

*Rhett Covington*  
Deputy Assistant  
Secretary

Beginning in January 2008, Secretary Le Blanc began to reorganize and prioritize departmental reentry initiatives. His initiatives would include medical/mental health, probation and parole, local partnerships, and reentry. In many ways Reentry encompasses all of these initiatives. Department regulations and standard operating procedures regarding reentry were developed and/or revised during Secretary Le Blanc's first year at the helm in 2008. The following summarizes some of the department's accomplishments, challenges, and goals for the future.

## *Victims and Restorative Justice*

Offenders making amends to society for the harm caused to victims is paramount to reentry. Within the Department is the Crime Victim Service Bureau. The Bureau encourages victims of crime and others directly affected by that crime to register for notification of key events specified in law and policy, facilitates general access to information helpful to crime victims, supports development of programming responsive to the needs and wishes of crime victims and others injured by the criminal acts of persons under the state's authority and acts to strengthen victim impact awareness for offenders as part of the Department's reentry initiatives. Victim impact awareness is integrated into institutional programming in a variety of ways: through Prerelease classes and 12-step programs and National Crime Victims' Rights Week observances, for example; through faith-based programming and community-based activities supporting victim advocacy groups and organizations.

## *Victim Offender Dialog (VOD)*

VOD is a slow, deliberate, victim-initiated, facilitator-guided process that can culminate in a face-to-face meeting between a crime victim/survivor and the offender who committed the crime. Dialogue requests represent a tiny number among victim services rendered; consequently, a very small number of offenders are also affected. For offenders who accept a victim's request to participate, offenders' good faith participation alone offers a dramatic example of restorative justice: acknowledgment of personal responsibility for harm to another person and an effort to repair that harm to the degree possible.

## *Accountability Letter Project*

One result of efforts to encourage offenders to consider the harm their criminal actions have done to others is offender interest in expressing regret. To support, yet control and monitor that impulse, the department will pilot an "Accountability Letter" project by year's end. Because law and policy prohibit offenders from initiating contact with victims and their families, any letter an offender writes to a victim/survivor will be maintained in the offender's master file and will be mailed only if a victim indicates a wish to receive it. An offender who chooses to write an accountability letter will be required, at minimum, to participate in an hour-long class, which will explore issues like acknowledgment of harm, remorse, responsibility, and excuse-making and will explain program rules. Designated staff will serve as screeners and will work with offenders whose initial written effort is not appropriate. To inform victims about the new possibility, the department will issue a press release and will add information about the program to the agency's web site and the victim services brochure.

## *Evaluation of Substance Abuse Programs*

In 2009, with assistance from the University of Louisiana at Lafayette an analysis of all substance abuse programs that were offered in our state prisons was undertaken. When the process began there were 37 programs. By the end of the evaluation process, four of those programs were considered to be evidenced-based and measurable. Narrowing program availability to these four will allow for delivery of vital programs in a uniform way and will bring about consistency and accountability by the units.

# Offender Reentry

## ***Forcht Wade Correctional Center (FWCC) Mission Change***

In February 2010, the FWCC primary mission changed to that of providing intensive substance treatment for the entire population. The 500-bed facility clinical substance abuse treatment program is research-driven and evidence-based, offering extensive substance abuse treatment that focuses on addictive disorders, as well as psychological concerns of the individual and family.

## ***Certified Treatment Programs***

In 2009, the Department evaluated all rehabilitative programs from the standpoint of which programs were evidence-based and measurable. A listing of programs has been established and organized into subgroups and include: Values Development and Faith-Based, Therapeutic, Education, Substance Abuse, Job Skills and Industry Based Certifications. When completed by offenders these programs will provide the opportunity for them to earn good-time credits. More importantly, successfully completing such programs improves the likelihood of successful reentry.

## ***Louisiana District Judges Association/ LADPS&C Liaison Committee***

During 09/10 two meetings of their committee were held. This is a committee consisting of representation from District Court Judges, District Attorneys, Louisiana Sheriffs Association, Indigent Defender Board, Corrections staff, and special guests such as Louisiana Supreme Court Chief Justice, Louisiana's Attorney General, and legislators from across Louisiana. The meetings are held on a regular basis and are designed to discuss relevant issues and solutions concerning sentencing, incarceration, prosecution, and legislation.

## ***Standardized Pre-release Curriculum Implemented***

Louisiana law mandates that each offender undergo 100 hours of pre-release programming. The 100 hours of pre-release programming is designed to address topics that are crucial for the offender to make the adjustment back into the community. Areas of concentration include:

employment skills, values development, anger management, counseling, job assistance, personal development, victim awareness, reentry support services, problem solving, and money management. The Department established a standardized pre-release curriculum that is used universally throughout all state prisons as well as some of the local jails that house state offenders. While this program cannot in itself change the criminogenic thinking or seriously address treatment issues, it does give participants an understanding of the issues and barriers they are likely to face and need to address as they re-enter society. This curriculum, coupled with discharge planning assistance and community referrals is designed to better prepare offenders for release.

## ***Transitional Work Programs Participation***

The Department amended policy regarding eligibility for a transitional work program participation. Offenders convicted of certain enumerated crimes were previously eligible for TWP just six months prior to release; however, that has now been expanded to 12 months. Previously an offender was eligible two years from earliest release date. Revised policy allows for participation when the offender is three years from earliest release date unless serving time for an enumerated offense (i.e. crimes of violence and certain drug offenses). Additionally, transitional work program facility directors are required to provide placement of offenders in a job based on their skill acquired when practical and must make certain the employer agrees to pay the offender wages not below an established amount.

## ***Valid Identification***

In June of 2010 a regulation was developed that outlines procedures that will systematically pinpoint those offenders in need of two forms of valid identification. The new regulation provides guidance for staff to follow in assisting offenders with obtaining valid identification documents. The ID documents are critical to reentry.

## ***Monthly Reporting***

Monthly reporting procedures were revised to more accurately capture reentry programs. Data collected includes but is not limited to enrollments, completions, and waiting lists for education, vocational, substance abuse treatment,

# Offender Reentry

life training skills, faith and character-based program participation, pre-release etc. The objective of the monthly reporting is to have measurable data to evaluate what is working and what area may need adjusting to improve upon reentry initiatives.

## ***Reentry Advisory Council And Workforce Development Training Program***

ACT #106 was originally passed into law in the 2008 Regular Session of the Louisiana Legislature. The focus of the Act was to provide offender participants with the opportunity to take and complete skilled trades training, thus enabling them the ability to acquire a job that pays a livable wage upon release. The Act was amended in the 2010 legislative session, creating the Reentry Advisory Council. The Council is charged with addressing reentry issues globally within Louisiana and supporting local reentry task forces. The council is comprised of several Secretaries of Departments of State Government (Corrections, Workforce Commission, Social Services, Health and Hospitals) AFL-CIO President, Associated Building and Contractor President, President of the Chaplains Association, one member from the State Senate and State House of Representatives, Louisiana Sheriffs Association, Louisiana Association of Business and Industry.

## ***Transportation Worker Identification Card (TWIC)***

In 2010, the Department developed an information packet which aids offenders in applying for the TWIC, which is mandatory for an individual who works as a Coast Guard credentialed merchant mariner, port facility employee, long shore worker, truck driver, and others requiring unescorted access to secure areas of maritime facilities and vessels regulated by the Maritime Transportation Security Act of 2002 (MTSA).

## ***Developing Community Resources***

As the Department better prepares offenders to reenter the community it is also important that communities are prepared to receive the offenders. Many offenders lack support systems or have strained relationships.

They need treatment resources, jobs, mentors, etc. The Department continues to identify and develop resources to assist offenders' pre and post release.

A Resource Directory has been created which lists all known resources by region and by parish, to assist offenders in their rehabilitation and transition. All state probation and parole officers and correctional staff have access to information contained in the database. Additionally, judges, district attorneys, local law enforcement can also access the information. Some of the information is available to the general public, including offenders and can be accessed through the corrections web site at [www.doc.louisiana.gov](http://www.doc.louisiana.gov).

A Catalog of Rehabilitative Services which summarizes and defines programs available to offenders serving time in state prisons which serves to better prepare the offender for reentry into society has been developed and continues to be updated. The document has been made available to judges, district attorneys, and corrections staff. The Department is in the process of adding a link to the Corrections web site that will enable access to this document by the public.

## ***Grant Funding Resources***

The Department is mindful of the budget crisis that faces the nation as well as Louisiana. Thus, applying for grant opportunities is critical to further reentry efforts. The Department has provided letters of support to community and faith-based partners in their solicitation for grants to provide reentry services for offenders, pre- and post release. Some of the grants that assisted with the delivery of reentry services during FY 2009/2010 included:

- Transitional Training Grant provides participants with the opportunity to acquire job skills and post secondary education, as well as life skills, individual/group career counseling along with other specialized counseling. There were 249 participants in the program that were released from prison during the fiscal year.
- Title I Education Grant provides for educational opportunities. 788 offenders obtained GED's during the fiscal year 2009/2010
- Prisoner Reentry Grant (PRI) – Provides pre release and post release services to non violent offenders returning to the Baton Rouge, New Orleans, and Shreveport metropolitan areas. Participants receive programming



in the areas of substance abuse education, life skills, parenting, and anger management. They are linked to faith and community-based organizations upon their return to the community who assess and make referrals to resources in the community. 113 offenders received services during the fiscal year 2009/2010.

## *Strengthening Probation And Parole*

The probation and parole population continues to increase with approximately 67,000 offenders under supervision. The Department's primary mission of public safety is unwavering, while utilizing a mix of sanctions and alternatives to incarceration for technical violators that do not pose a significant threat to public safety. Programs implemented during 2009/2010 within the Division of Probation & Parole included:

- **Performance Grid** - Probation & Parole is piloting a performance grid in three districts. Officers use this grid to address primarily technical violations of the conditions of supervision for certain high risk offenders. The goal of the pilot is to develop a range of options for violations and ensure consistency in the application of sanctions statewide. The pilot is in the process of being reviewed, amendments will be made as needed and considered for statewide implementation. The Performance Grid will also include a merit structure for positive behavior and activities by offenders (i.e. certificate of accomplishment, reduce period of supervision, etc).
- **Your Guide to Successful Parole** - A DVD which explains the requirements and expectations of parole was created. The information is provided to offenders during the 100 hour pre-release curriculums and is also played in lobbies of Probation & Parole Districts, online on the Department's web site, and provided to every state prison and local jail, and transitional work program facility. This provides an opportunity for offenders to become familiar with the expectations of supervision prior to their release.
- **Day Reporting Centers (DRC's)** - The Department recognizes the need to continue to identify and implement best practice and evidence-based programs. To help reduce recidivism and strengthen the chance of success for offenders who are on the cusp of being

incarcerated for a technical violation, the DRC's offer intensified case management and targeted on site programs to address the causes of the technical violations, thus helping the participant avoid re-incarceration and thereby creating an opportunity to lower the size and cost to the justice system. A DRC developed in collaboration with Orleans Sheriff Marlon Gusman opened in New Orleans during FY-09/10 and 66 offenders were enrolled in the program. Eight offenders graduated, 11 were discharged and 12 were revoked. Assuming all would have otherwise been revoked, this is actually an 81.8% reduction in technical revocations for participants of the program. A DRC will open in Caddo parish in July 2010 and provide services for up to 200 offenders annually. The operation will be managed by Behavioral Intervention (BI) a private contractor that was awarded a contract through the competitive RFP process.

- **Motivational Interviewing Techniques** - Traditional supervision practices have been contact driven, focusing more on surveillance and the quantity of field visits rather than the quality of those contacts. The research is showing that increasing the number of contacts does not produce better outcomes for offenders (much like longer sentences does not result in lower recidivism). One of the core evidence based practices suggests that supervision should evolve from a contact driven system to a behavioral management model where the offender is an active participant in the plan, and communication is a key component of this approach. Motivational Interviewing (MI) is recognized in the field as an evidence based practice due to the advantages it gives officers working with reluctant or resistant offenders. MI employs research based strategies and techniques that have been shown to increase an offender's readiness to change. Probation and Parole preparing to train staff in motivational interviewing techniques and will incorporate MI into the Basic Probation and Parole Post Academy effective September 2010.
- **Indigent Offender Fund** - In 2009 legislation was enacted requiring Probation and Parole to implement a statewide program that sets guidelines for the use of interest from the Inmate Welfare Fund for indigent offenders released from incarceration who need certain basic services (housing, food, clothing). The project was piloted in Baton rouge District and



# Offender Reentry

was successful. It served 28 offenders, who literally had nothing when they were released, and only a few that received fund from the program have returned to prison. The program is now available statewide.

- **Supervision Strategies** - A recent project that data-mined available information on Louisiana parolees verified what has been found in national research: offenders are more likely to recidivate in the first 12 to 18 months after being released. In order to front load resources to the highest risk offenders Probation and Parole is enhancing and updating training on the Louisiana Risk and Needs Assessment (LARNA I) instrument to insure cases are properly scored and on the appropriate level of supervision. Probation and Parole has used LARNA I. For the five years. This risk assessment instrument was developed and is validated for the use with Louisiana offender population.
- **Administrative Supervision** - Probation and Parole is developing policy and procedures for cases that are complying with the conditions of supervision and are considered low risk to re-offend or recidivate. During the past fiscal year Probation and Parole implemented policy to identify cases for early termination; however, the court in some instances will not terminate the probation supervision. Based on provisions of current law Parole cases cannot be terminated early; therefore, those and other cases that meet policy criteria will be administrative supervised. This will reduce officer case loads and allow more resources to be concentrated on cases that need more assistance and/or closer supervision during the critical first months of supervision.
- **Collections** - Probation and Parole Officers spend a considerable amount of time collecting victim restitution, fees, fines and court costs. Support staff also spend considerable time performing these functions of collections. A contract was recently awarded to Western Union that will allow offenders in all districts to pay fees through WU at sites across the state and then WU will electronically transfer the collections to our Headquarters Collections Center for posting. This will eventually reduce the work of the support staff in the districts who handle collections and their duties can be shifted to assist officers with functions, such as monitoring the banked case loads. Probation and Parole is also in active discussions to pilot privatizing collections with the goal of further reducing the time an officer spends on those activities.

- **Video Visitation** - Probation and Parole is developing procedures to pilot a video visitation program which targets certain high risk offenders in DOC Institutions. The program would allow for the offender to interact directly with a probation and parole officer prior to release. Expectations of supervision can be discussed as well as resource issues the offender may be faced with.

## *Partnership with Louisiana Sheriffs*

Over half of the 40,000 offenders committed to the Department of Corrections serve out their sentences in local jails. Approximately 11,000 of the 15,000 offenders released from custody annually are released from local jails. In most instances local facilities provide limited or no reentry programs. The Department developed and is implementing regional local reentry programming for offenders serving time in local jails. The concept has divided the state into 9 regions with multiple parishes in each region. Under this plan, there is no new brick and mortar to expand jail capacity to house more offenders, but rather brick and mortar to add classrooms designed to bring about rehabilitative opportunities. Each program draws reentry participants from all local jails within the region and offers the same mandatory pre-release curriculum provided in state correctional facilities. Additionally, the program, which began by offering the 100 hour Pre-Release curriculum and discharge planning, continues to expand as needs are identified. Both state and local reentry programs focus on securing two valid forms of identification for offenders and preparing them for discharge by assisting with obtaining residence and employment plans. During FY 09/10 the Department was able to open three local reentry programs:

- The Northwest Regional Reentry Program opened in July, 2009 in partnership with the Caddo Parish Sheriff's Offices. The region includes the parishes of Bienville, Bossier, Caddo, Claiborne, DeSoto, Jackson, Natchitoches, Red river, Webster and Union. Correctional Center and in March, 2010.
- The Southeast Regional Reentry Program opened at the Orleans Parish Prison in March, 2010 in partner ship with the Orleans Parish Sheriff. The region includes the parishes of Orleans, Jefferson, Plaquemines, and St. Bernard.
- The Louisiana Transition Center for Women, formerly the Steve Hoyle Rehabilitation Center located in

# Offender Reentry

Tallulah, opened in December, 2009, to address transitional issues associated with females housed in local jails throughout the state.

323 participants completed the three above mentioned programs during FY 09/10, of which 129 have been released. Thus far only one (1) has been re-incarcerated for a recidivism rate of 0.775 or a success rate of 99.225%. These numbers are encouraging.

Additional Regional Reentry Programs will be expanded based on the availability of funding.

## *Department of Health and Hospitals (DHH)*

In 2010, the Department in collaboration with DHH implemented a pre-release SSI, SSDI, Medicare, and Medicaid application process. The process allows staff to assist the most disabled offenders to apply for Medicaid 90 days prior to the offender's release. Eligible offenders will then be able to start receiving benefits at or near day one of release from incarceration.

Collaboration with DHH's Office of Behavioral Health (OBH) – The DOC Medical Director is developing a MOU to expedite aftercare services and provide a seamless transition to offenders with critical mental health issues who are releasing from state prisons. Along with other provisions, information on the offender will be shared between DOC and OBH, the offender will have an adequate supply of medication and an appointment with the local mental health provider prior to release. When possible the Probation and Parole Officer will meet with those offenders prior to their release.

Collaboration with DHH's Office of Addictive Disorders has provided offenders a referral to Access to Recovery Grants (ATR) I & II. The grants provide funding to community and faith-based organizations to provide a wide array of wraparound services to individuals recovering from alcohol and drug addiction. The services include group and individual counseling, case management, childcare, transportation, housing, etc. Assessors began the process of screening and assessing severity the offender's substance abuse addiction pre-release and link the offender post release with a network of approved providers.

Additionally, collaboration with DHH allows our department to apply for birth certificates or birth cards for eligible offenders.

## *Veterans Administration*

Through a collaboration with the Veteran Administration veterans incarcerated in state prisons, local jails, transitional work program centers or halfway houses who are within 6 months of release are assessed and linked with VA or community resources in their area of release. They are encouraged to return to or enroll in the VA for health care, substance abuse, mental health, or homeless program services. The mission of this program is to prevent homelessness, reduce the impact of medical, psychiatric, and substance abuse for offenders. The overall goal is to improve their level of functioning in the community, and decrease recidivism rates.

## *Department of Public Safety/Office of Motor Vehicles*

The Department formed a partnership with the Office of Motor Vehicles which allows the Department to be an issuing station for Louisiana State ID Card. Since inception of the program in August 2009, over 1000 eligible offenders have received a state ID card. About 335 offenders release from state prisons each month. Historically, offenders were released from incarceration with a prison ID which is not a universally accepted valid ID. Without valid forms of identification, offenders have difficulty accessing resources, including employment, housing, substance abuse treatment, and medical and mental health care, which are critical factors for improving the likelihood of successful reentry..

## *U. S. Social Security Administration*

The Department signed a Memorandum of Agreement with the Social Security Administration that allows eligible offenders to apply for replacement social security cards, thus ensuring offenders have the opportunity to secure the this critically important form of identification.

## *Louisiana Workforce Commission*

The Department formed a collaboration formally with the Louisiana Workforce Commission and created the

# Offender Reentry

job referrals process for offenders releasing from prison or being placed on probation. Offenders receive job referrals, placement, and are provided job training opportunities. The Department is working to expand this process by having corrections staff input offenders resume information for offender's that are within 60 days of release from prison. The information will be entered into the Workforce Commission's Louisiana Virtual One Stop System (LAVOS) system, thereby linking them to real time employment opportunities.

## *Louisiana Community and Technical College Systems*

This important collaboration allows for the delivery of vocational trades designed to equip offenders with job skills. Offenders are tracked into trade programs based on a Career Scope Assessment. Multiple programs are available and during fiscal years 2009/2010 completers of programs included 208 in carpentry, 147 in culinary arts, 201 in welding and 49 in Heating and cooling, just to name a few.

## *Cornerstone Builders*

This collaborative has allowed offenders to become AmeriCorps members. The program is referred to as "Cornerstone Builders" which is a civic justice initiative that offers employment and leadership training to formerly incarcerated persons to help them reintegrate back into the community. The program's mission is to develop servant leaders through service and is grounded in the belief that community service equips people with skills and assets necessary to be responsible, productive citizens. Each year since 2007, approximately 50 formerly incarcerated offenders serve 90 to 180 days in the program.

## *Orleans Reentry Criminal Court*

The Department established a collaboration with the Orleans Criminal Court that has created a Reentry Court Pilot Program to address workforce development training for participants in the program. Participants will also receive other reentry programming as well. Participants will enter vocational programs at Louisiana State Penitentiary which are made available through the technical college system.

For several years Angola has graduated offender participants from the New Orleans Baptist Theological Seminary Campus at Angola (NOBTS). Graduates who are certified instructors in various trades will also be utilized to train participants. Once the participant completes the training phase of the program, they will transition through transitional work program programs and eventually back into the community under the directions of the sentencing court.

## *Data Sharing*

One of the ongoing barriers is the inability to share information electronically with our partner state agencies who are also stakeholders in the Department's success. Many of the offenders that are under custody and control or supervision with the Division on Probation and Parole are also receiving or have received services from other state agencies or partnering organizations. Unfortunately, duplicative efforts continue to occur in the assessment and planning stages when agencies cannot effectively share information. Advances in technological resources and incompatibility of computer databases have hindered information sharing between state agencies.

Through the work of the Louisiana Sentencing Commission, these barriers will be shattered in order to make pertinent data available to all state agency stakeholders.

## *Alternatives to Incarceration*

One of the major components of successful offender reentry is having the resources available to provide necessary treatment to offenders while incarcerated, or while under community supervision and through completion of their sentence or term of supervision. It is difficult for an offender to successfully reenter society without treating the issues that led to the criminal behavior. These treatment options include substance abuse services, academic education, vocational training, and medical and mental health services. Although adequate funding historically has been an issue and now more than ever, the Department has pursued and continues to pursue alternative funding sources such as federal grants, offender co-pays, etc.

# Offender Reentry

## *Community Collaboration*

The Department continues to be challenged with changing the community and organizational culture around reentry principles and practices. We continue to educate the community on their role in reentry, but attending community forums, focus group meetings, through the media, and encouraging visits or access to the Department's web site.

## *Housing State Offenders on the Local Level*

Louisiana continues to be faced with the consequences of over half of the offenders committed to the department of corrections serving their sentences in local jails, which usually means such offenders receive limited or no rehabilitative programs due to a lack of funding and resources. While the Department has addressed some of this problem by creating regional programs, there will continue to be gaps in the systems as change on the local level can only be created incrementally, depending on funding. Since 11,000 of the 15,000 offenders released annually are released from local jails, unless reentry is addressed system-wide, the chances of successful reentry for this population are diminished.

# *Support Services*



*Louisiana Department of Public Safety & Corrections  
Annual Report 2009-2010  
[www.doc.louisiana.gov](http://www.doc.louisiana.gov)*



*Believing that crime victims are one of its constituencies, the Department is committed to finding ways to mitigate the negative experiences linked to criminal victimization.*

## Crime Victims Services Bureau

The primary CVSB functions of registration, notification, and information-giving continue as the foundation of the department's victim services program, reaching hundreds of persons each year. Direct victims, their family members, and others directly affected by the criminal actions of persons under the department's authority may register (provide name, mailing address and telephone numbers) in order to be notified of the following:

- Initial housing location and projected release dates
- Furlough
- Release from physical custody by any means, including death
- Sentence change due to court action
- Transfer to a transitional work program
- Escape and apprehension
- Risk Review consideration

The department also works with the Pardon Board and the Parole Board to provide registered victims notice of parole and pardon hearings.

In the last year two reports have been developed to monitor notification compliance and capture baseline numbers regarding individuals actually served.

Registered victims may contact the CVSB to request a current photo of an offender three months before the offender's scheduled release.



## Victim-Offender Dialogue (VOD)

Another service provided through the CVSB is Victim-Offender Dialogue, a carefully structured, victim-initiated process, which helps a crime victim/survivor and the offender who injured them prepare for a single, direct meeting to address issues the victim/survivor wishes to raise. While the requesting victim does, in effect, set the agenda, the offender is treated with respect and is able to agree or decline to participate. Anyone may halt the process, temporarily or permanently, at any point.

At the foundation of the VOD program and process are the trained dialogue facilitators. They are volunteers from inside and outside the agency, who work in teams of two. As a team they meet repeatedly and separately with the victim and the offender, helping them identify issues, consider answers, weigh possibilities, discover personal truths. And on the day of dialogue, facilitators fade into the background as victim and offender finally meet to talk. Grant funding will allow the department to recruit and in January 2011 train additional facilitators.

## National Crime Victims' Rights Week

The week is widely observed in the prisons and probation and parole districts each year in April. In 2010 the department reached out to a previously unacknowledged group: victims of unsolved murders and their survivors. Collaborating with other justice system agencies and the Louisiana Lottery Corporation, the department developed and distributed Cold Case playing cards. In addition to a traditional number/symbol combination, each of the 52 cards carries a

# Victim Services

picture or sketch of a victim, a short description of the crime, and the local Crime Stoppers number.

## *Louisiana State Victim Assistance Academy*

The department continues to be part of planning and implementation for the state's victim assistance academy, a week-long educational event directed toward serving persons who interact with crime victims as part of their jobs in law enforcement, corrections, prosecutor's offices, and victim advocacy/support groups and organizations. The 2010 academy was the third. And as lagniappe: an hour-long session about the department's Victim-Offender Dialogue proved a recruiting tool for new facilitators, who will be trained for that role in January 2011.

## *Strengthening Services*

Before year's end the department will pilot an Accountability Letter program. Representatives of Louisiana State Penitentiary, Dixon Correctional Institute, and Louisiana Correctional Institute for Women joined the Crime Victims Services Bureau and a victim advocate to define the project. Any offender who chooses to write a letter will be required, at minimum, to participate in an hour-long class, which explains program rules and explores issues like personal responsibility, acknowledgment of harm, remorse and excuse-making.

Letters will remain in an offender's master prison file until such time that a victim asks to receive it.

Because recent law generally prohibits communication in any form between victims and offenders, the department is examining possible ways of abiding by law while also responding affirmatively to victim-initiated requests for some level of contact. Overriding concerns will be, of course, security and victim safety.

## *Budget Services FY 09-10 Annual Report*

The Budget Services Division is responsible for directing, coordinating and administering centralized department-wide budgetary and management activities for approximately \$700 million and 6,000 employees. This includes funding for over 60 activities and over 100,000 offenders, or approximately 40,000 incarcerated offenders and over 60,000 offenders on probation or parole. The division prepares all department budget request documents, prepares/compiles budget projections to ensure that expenditures are maintained within appropriated funding, approves all budget transactions, prepares fiscal impact statements for legislation impacting the department, compiles and reports on department performance indicators, and serves as principal liaison with the Office of Planning and Budget, Legislative Fiscal Office, House Appropriation and Senate Committee fiscal staff.

For fiscal year 09-10, the department managed approximately a 10% budget reduction, or \$57.0 million and 400 staff, excluding the Local Housing of State Adult Offenders appropriation. This involved ongoing meetings with all executive level department staff, wardens and program directors to accomplish this task while maintaining our number one goal of public safety. The challenge was to implement strategic recurring reductions with a minimal impact to services. Some of the largest savings were realized as a result of consolidation and standardization of services, double bunking of offenders, inventory reductions, the use of technology, overtime management, and privatization of services.



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# Budget Services

## *Cost per Offender per Day: State Offenders* (based on authorized budgets, excluding canteen budgets)

| FY 2009-2010 ACTUAL EXPENDITURES  |               |                        |                          |                               |             |
|---|---------------|------------------------|--------------------------|-------------------------------|-------------|
| Facility  | ADP           | ACTUAL                 | Annual Cost/<br>Offender | Daily<br>Cost per<br>Offender |             |
| Allen Correctional Center*  | 1,460         | 17,750,630             | 12,158                   | 33.31                         |             |
| Avoyelles Correctional Center   | 1,561         | 24,105,904             | 15,443                   | 42.31                         |             |
| Dixon Correctional Institute  | 1,556         | 37,889,127             | 24,350                   | 66.71                         |             |
| David Wade Correctional Center  | 1,180         | 26,007,228             | 22,040                   | 60.38                         |             |
| Elayn Hunt Correctional Center  | 2,151         | 50,268,305             | 23,370                   | 64.03                         |             |
| Forcht Wade Correctional Center   | 563           | 11,726,649             | 20,829                   | 57.07                         |             |
| J. Levy Dabadie Correctional Center   | 564           | 10,088,462             | 17,887                   | 49.01                         |             |
| LA Correctional Institute for Women   | 1,076         | 20,285,051             | 18,852                   | 51.65                         |             |
| LA State Penitentiary   | 5,107         | 117,709,099            | 23,049                   | 63.15                         |             |
| Phelps Correctional Center  | 937           | 19,436,883             | 20,744                   | 56.83                         |             |
| Rayburn Correctional Center   | 1,153         | 25,175,737             | 21,835                   | 59.82                         |             |
| Steve Hoyle Rehabilitation Center   | 0             | 2,180,084 <sup>1</sup> |                          |                               |             |
| Winn Correctional Center*   | 1,462         | 17,916,122             | 12,255                   | 33.57                         |             |
| <b>Sub-total-State Facilities</b>   | <b>18,770</b> | <b>380,539,281</b>     | <b>20,273</b>            | <b>55.54</b>                  | <b>**</b>   |
| <b>Local Jails</b>  | <b>17,775</b> | <b>161,967,743</b>     | <b>9,112</b>             | <b>24.96</b>                  |             |
| <b>Transitional work program</b>  | <b>3,393</b>  | <b>18,732,423</b>      | <b>5,521</b>             | <b>15.13</b>                  |             |
| <b>Sub-total Local housing</b>  | <b>21,168</b> | <b>180,700,166</b>     | <b>8,536</b>             | <b>23.39</b>                  | <b>***</b>  |
| <b>Total Actual Exp. System Wide</b>  | <b>39,938</b> | <b>561,239,447</b>     | <b>14,053</b>            | <b>38.50</b>                  | <b>****</b> |
| * Privately managed DOC facility  |               |                        |                          |                               |             |
| ** Weighted AVERAGE Daily Cost Per Offender- State Facilities   |               |                        |                          |                               |             |
| *** Weighted AVERAGE Daily Cost Per Offender- Local Jails and Transitional Work Programs                  |               |                        |                          |                               |             |
| ****Weighted AVERAGE Daily Cost Per Offender- State Facilities, Local Jails, & Transitional Work Programs |               |                        |                          |                               |             |
| ^ADP = average daily census for the year  |               |                        |                          |                               |             |
| <sup>1</sup> Debt Service   |               |                        |                          |                               |             |

# Office of Communications

## Communications Office

Disseminating timely information on Department events, policies and emergency situations to the public is crucial. The Communications Office assists the Secretary and field unit staff in getting important messages out to the public via national and statewide media contacts and the Department's public web site.

The Communications Director is a member of the Secretary's Leadership Team and is responsible for internal and external departmental communication. The Communications Director writes press releases and media advisories; fields media inquiries; assists with public records requests; maintains content management for the web site; writes letters, memos and speeches for the Secretary; writes and distributes a bi-monthly employee newsletter; serves as spokesperson for the Department at the Secretary's discretion; and handles a number of other special projects as assigned by the Secretary.

In FY 09-10, the Department launched an anti-crime initiative in conjunction with Crime Stoppers offices statewide and the Louisiana Lottery Corporation. The Louisiana Cold Case Card deck featured 52 missing person, homicide and unidentified remains cases from across Louisiana. The decks were distributed to the state offender population through correctional facility canteens in hopes that offenders might be able to provide confidential information that would help resolve the cases. The Louisiana Lottery donated funds for the purchase of decks that were distributed to the public. To date, three of the cases have resulted in arrests of various individuals and a fourth case was reclassified from a missing person to a suicide.

The Department also participated in the second annual "Men's Wearhouse Suit Drive" to collect interview-appropriate clothing items for offenders releasing from state correctional facilities. The suit drive is just one of the many Department initiatives aimed at increasing the chances of a successful reentry for offenders returning to their communities.



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*Pam Laborde  
Director of  
Communications*

## Secretary James M. LeBlanc



## Suit Drive Donations 2009





# Facility Services



*Facility Services*  
*P. O. Box 94304*  
*Baton Rouge, LA 70804*  
*225-342-7456*  
*225-342-7455 FAX*

*Billy Breland*  
*Facility Services Manager*

Facility Services provides coordination and oversight for safe, secure, and environmentally sound operations and maintenance of the Department in a cost effective manner aimed at long-term preservation of the Department's assets.

The primary activities of Facilities Services include: Administration of the Department's Capital Outlay program, analyzing and prioritizing projects that require immediate attention and those that can be phased in according to budget constraints.

FY 2010-2011 capital outlay projects total \$5.7 million.

Coordination of the Department's Risk Management Program general safety, driver's safety, boiler machinery, etc.

Direction of statewide comprehensive programs relative to various state, local and federal regulatory agencies for compliance with fire codes, safety codes, sanitation codes, standards of accreditation, etc.

Maintenance of all records, specifications, blueprints, certificates of payment, project tracking information, budget development documents, and statewide facility and building database relative to DOC projects.

| Facility Services              |             |
|--------------------------------|-------------|
| DPS&C Consist of 14 Facilities |             |
| # of Agency Buildings          | 1,443       |
| Square Footage                 | 7,064,029   |
| Approximate Agency Acreage     | 27,456      |
| Current Replacement Cost       | 624,558,712 |
|                                |             |

# Fiscal Services

Fiscal Services consists of Accounting Services, Accounts Payable, Centralized Offender Banking, Grants Management, and Administrative Services for the Central Office (HQ). Staff from Fiscal Services also participates in performance audits for state prisons and sheriff's transitional work program facilities.

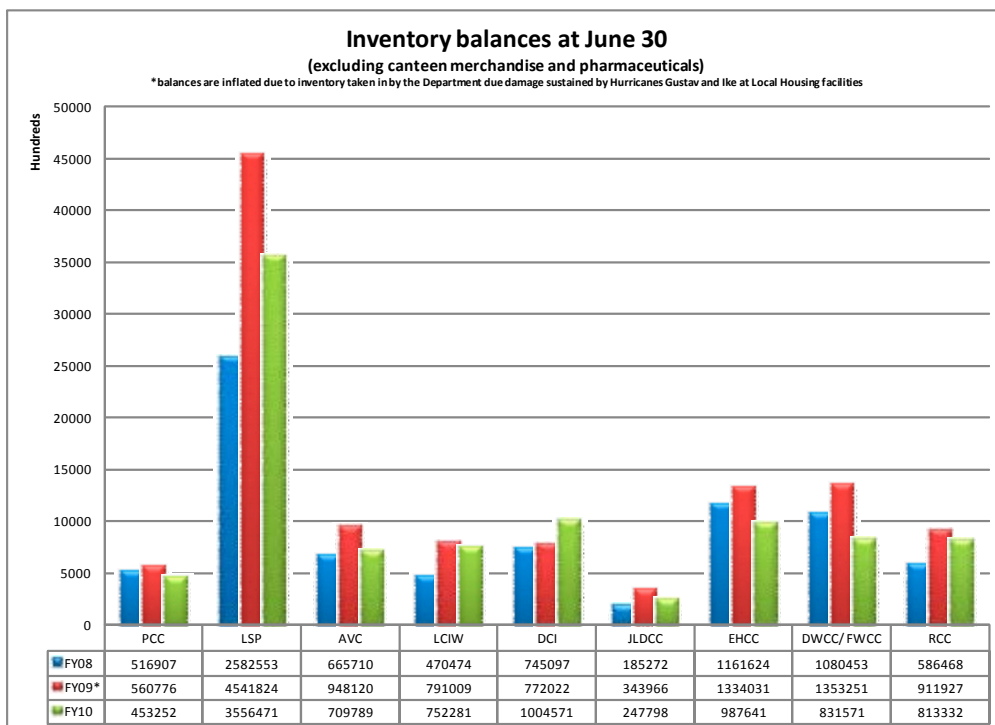
Accounting Services provides centralized accounting support services to the Department. Staff compiles monthly, quarterly, and annual reports from mainframe financial reporting systems on the following: Offender's Canteens, Unit's Inventory, Cash Balances, Revenue Reporting, ISIS Security, Telephone Commissions, and more. Accounting Services ensures that the Department's accounting policies and procedures comply with the requirements of generally accepted accounting principles and those of the Office of Statewide Reporting and Accounting Policy.

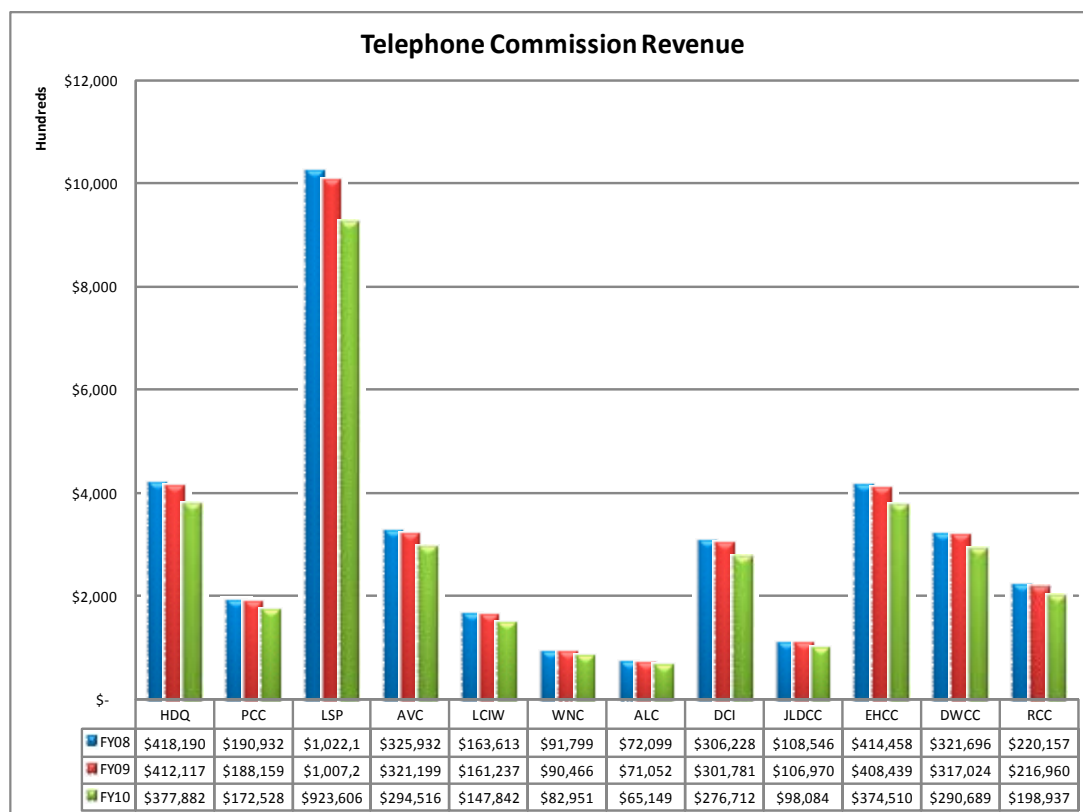
Highlights for the Fiscal Year include:

- Due to the BP Deepwater Horizon Oil Spill, the Department incurred costs for salaries, overtime, and other incidental expenses related to the response efforts. Staff worked with GOHSEP to recover all expenditures.



- During FY 2010, the inventory system was upgraded from a server-based to a web-based software system. There are approximately 12,800 items listed on the inventory master file, for a cost of approximately \$9.36 million.





Accounts Payable provides centralized payable services to the Department, which includes remitting payments due for facilities that house those under DOC custody. In addition, staff is responsible for reimbursing the Local Sheriffs' Departments for the housing of state offenders and the operation of Reentry and Day Reporting centers.

Highlights for the Fiscal Year include:

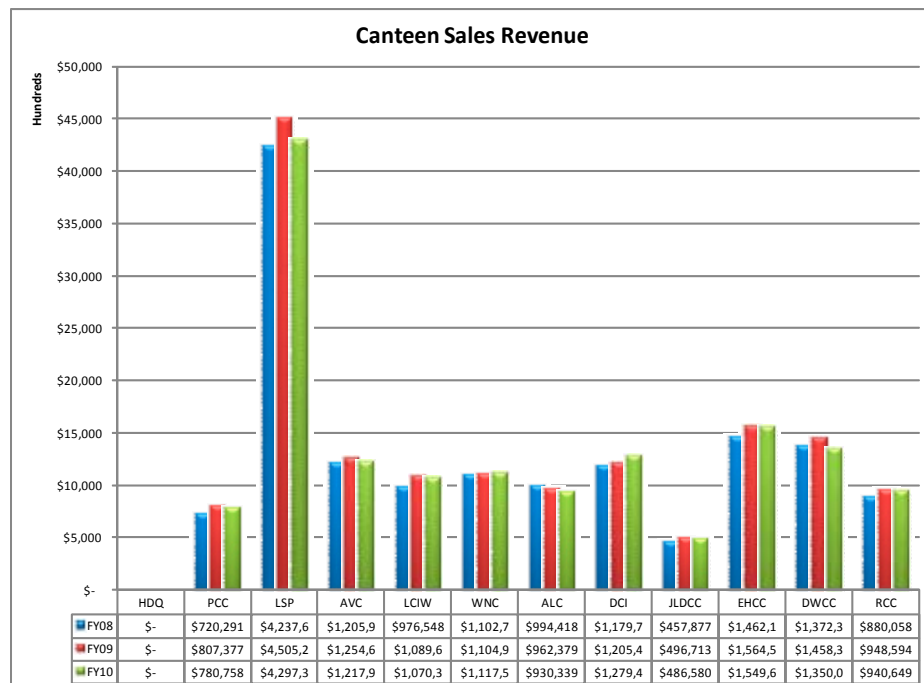
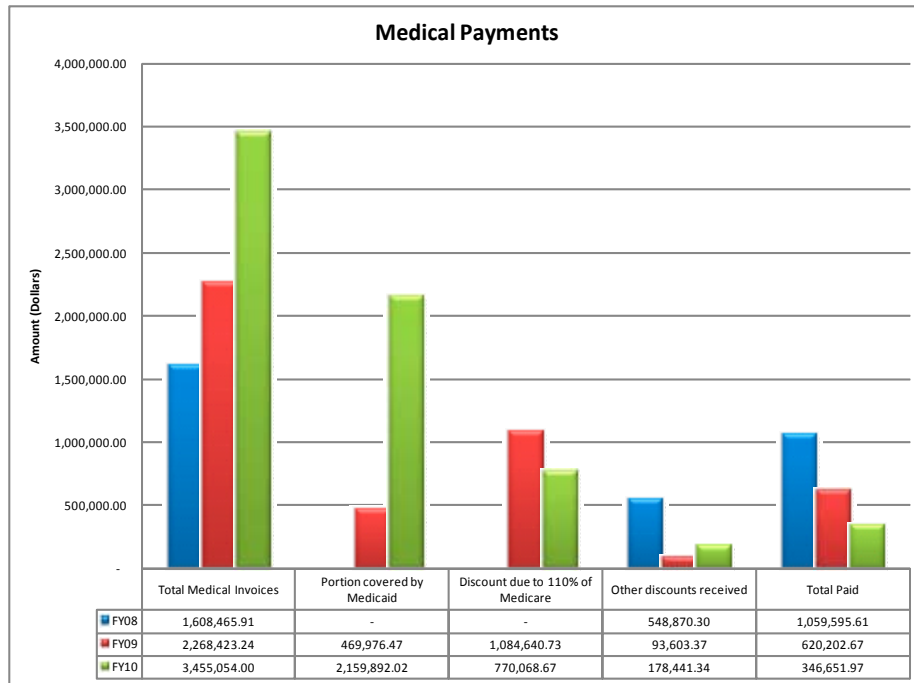
- Staff processed 2,961 payment vouchers to Local Sheriffs' Departments.
- Staff processed 35,743 payment vouchers for goods and services provided to the Department.
- Staff decreased medical payments by 16% (approximately \$3.1 million) by negotiating with medical providers by utilizing Louisiana Revised Statute 15:824 B.(1)(c) and Medicaid approvals.

Centralized Offender Banking maintains the centralized offender banking system, which includes a banking module, debt module and canteen/inventory module for offenders

housed in DOC facilities. The Banking module houses the reserve, drawing and savings accounts used by offenders to pay for goods purchased from the canteen, funds sent home and payment of debt owed. Staff also maintains the Centralized Offender Welfare Fund used to help maintain the banking system expenses and to provides funds used for Reentry efforts. The staff provides technical and accounting support, and disperses policies and procedures regarding offender banking to unit personnel.

Highlights for the Fiscal Year include:

- Staff issued 40,590 checks totaling \$21.088 million.
- Staff processed deposits totaling \$19.824 million.
- Staff maintained canteens for offenders' use with total sales of \$15.020 million, which generated and paid sales tax to state and parish authorities.



# Fiscal Services

Grant Management for the Department is administered by Administrative Services. Grant staff is responsible for monitoring grant development and progress, personnel, reporting requirements, and budget. Staff also assists in purchases and submits performance indicators to the grantor.

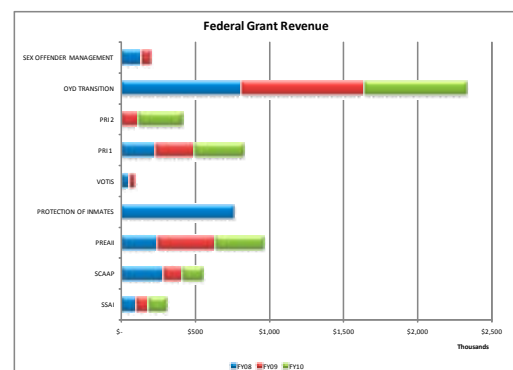
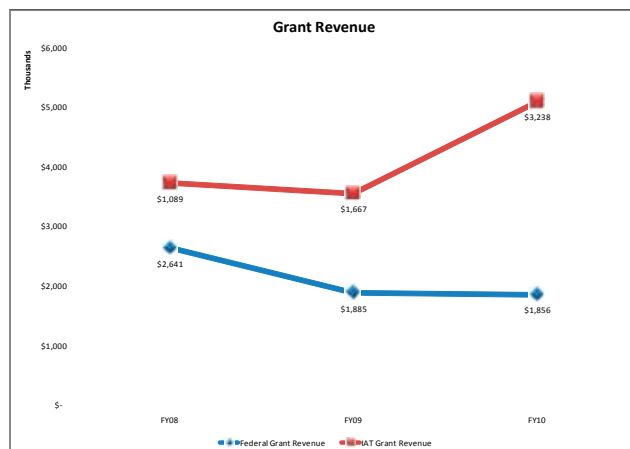
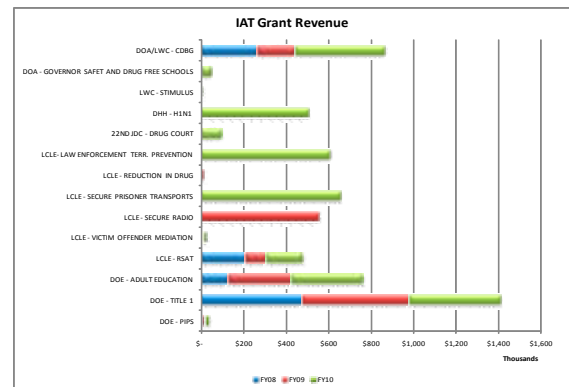
Highlights for the Fiscal Year include:

- Staff managed \$5.1 million in Federal and Interagency Transfer grant revenue.
- Staff collected and managed the expenditure of \$500,000 in H1N1 grant revenue from the Department of Health & Hospitals, which resulted in an overall Departmental savings.
- Over \$1.0 million collected from The Commission on Law Enforcement to link Probation & Parole database with other law enforcement agencies and to provide buses for offender transports during emergency situations.
- \$752,000 was collected and spent to improve offender education as part of the Reentry effort to reduce recidivism

Administration Services provides Administrative Services to the Department's Central Office. The section provides property control, procurement, vehicle fleet management, mail, and contract-processing services to personnel based at Headquarters.

Highlights for the Fiscal Year include:

- Staff completed the annual LPAA Property Audit Certification
- Vehicle fleet management services managed sixteen vehicles for Headquarters for the fiscal year
- Mail Operations processed approximately 23,000 pieces of mail
- Mail Operations processed approximately 2,200 UPS/ FedEx packages





# Human Resources

The Headquarters Human Resources office continues efforts to recruit and retain competent and qualified staff to achieve the Department's mission and goals. The Human Resources staff must ensure that all personnel actions and payments are in accordance with the regulations of the Department, Civil Service rules, state and federal laws. The central office also ensures compliance with laws and rules as set forth by regulatory agencies such as the four various retirement systems, the Office of Group Benefits and the Office of State Uniform Payroll.

## Data Integrity

In May 2010, the Department of Civil Service issued the 2009 Data Integrity Report Card for all units of the DOC. The Data Integrity Report Card is a tool used by the Department of Civil Service to evaluate an agency's compliance with reporting requirements. It reflects the agency-wide percentage of compliance on five data integrity reports. The statewide overall percentage of compliance for DOC in 2009 was 99.84%, which is outstanding. The Data Integrity Report Card will become part of each agency's HR Program Evaluation Report issued by the Department of Civil Service.

The Accountability Division of the Department of Civil Service also formally recognized Elayn Hunt Correctional Center and Probation and Parole's Human Resources offices on their achievement of "Outstanding" for the Human Resources Program Evaluation Audit.

## Quality Assurance

The Headquarters Human Resources office continues its focus on internal quality assurance and unit program evaluations. Monthly and bi-weekly quality assurance reports are reviewed on a department wide basis to ensure accurate data entry into the ISIS-HR payroll system. The Headquarters Human Resources office works closely with the unit Human Resources offices to ensure compliance standards are met.

The Headquarters Human Resources office has completed 11 unit program evaluations. The Headquarters Human Resources Full Program Evaluation reviews each unit's personnel and payroll actions performed within the past year along with required documentation to ensure compliance with applicable rules, regulations and laws.



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*Tanish Matthews  
Director of Human  
Resources*

By utilizing Quality Assurance Reports and Unit Program Evaluations the Department takes a proactive approach to ensure the accuracy and consistency of data, documentation and compliance of standards.

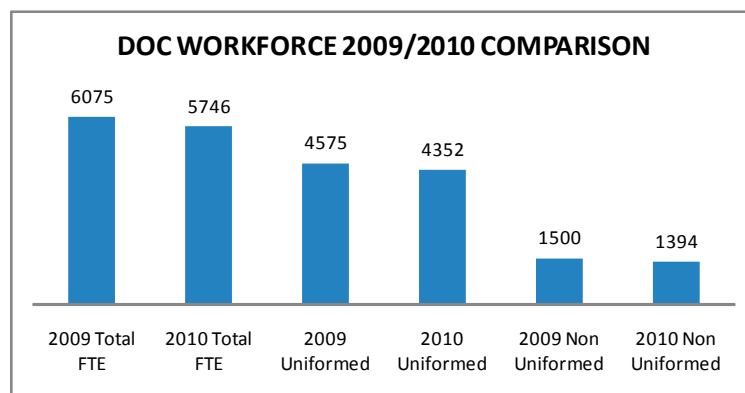
## On-Line Applications

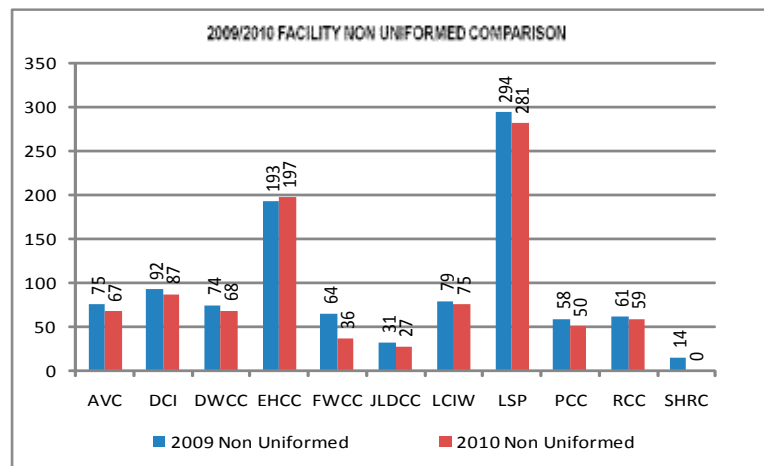
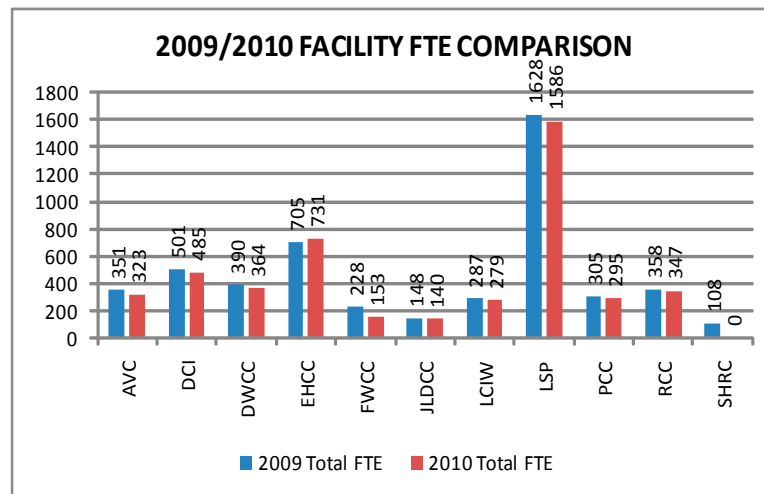
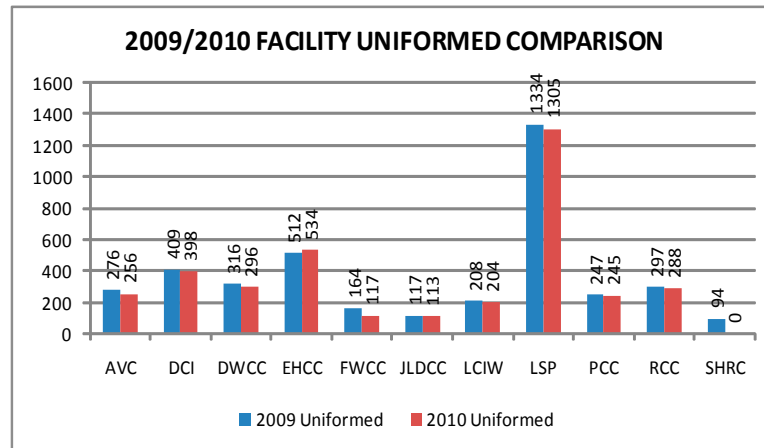
February 16, 2009, marked the implementation of the new statewide on-line application system known as LA Careers. This on-line system replaced the state's previous method of announcing vacancies and applying for positions. This new process allows a more streamlined and efficient process for state employers and applicants. The ability to submit an application on-line has significantly increased the number of applications the Department receives in response to job announcements. In response to 365 job postings during fiscal year 2009-2010, the Department received a total of 12,821 on-line applications.

# Human Resources

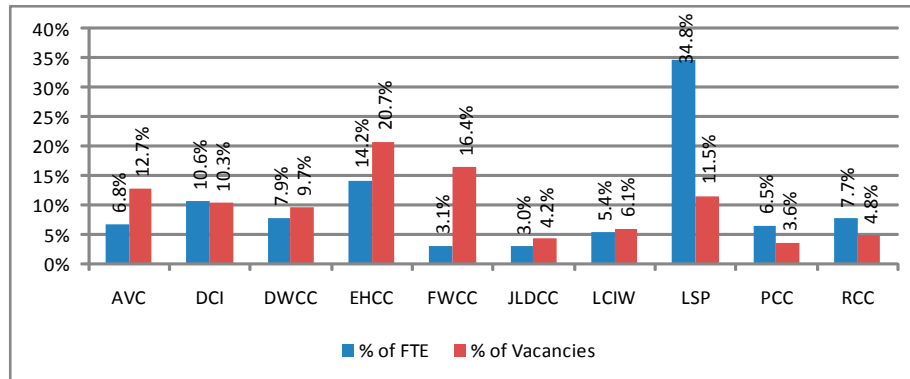
| FY 2010 AUTHORIZED FTE BY FACILITY AND UNIFORMED VS. NON-UNIFORMED |             |             |               |
|--|-------------|-------------|---------------|
| Facility   | Total FTE   | Uniformed   | Non Uniformed |
| Avoyelles Correctional Center                                      | 323         | 256         | 67            |
| Dixon Correctional Institute                                       | 485         | 398         | 87            |
| David Wade Correctional Center                                     | 364         | 296         | 68            |
| Elayn Hunt Correctional Center                                     | 731         | 534         | 197           |
| Forcht Wade Correctional Center                                    | 153         | 117         | 36            |
| J. L. Dabadie Correctional Center                                  | 140         | 113         | 27            |
| Louisiana Correctional Institute for Women                         | 279         | 204         | 75            |
| Louisiana State Penitentiary                                       | 1586        | 1305        | 281           |
| Phelps Correctional Center   | 295         | 245         | 50            |
| Rayburn Correctional Center  | 347         | 288         | 59            |
| <b>Subtotal - Facilities</b>                                       | <b>4703</b> | <b>3756</b> | <b>947</b>    |
| Probation & Parole   | 808         | 590         | 218           |
| Prison Enterprises   | 71          | 4           | 67            |
| Headquarters-Central Office  | 164         | 2           | 162           |
| <b>Total</b>   | <b>5746</b> | <b>4352</b> | <b>1394</b>   |
| % of Total   |             | 75.7%       | 24.3%         |

|                              | FY2009<br>Total FTE | FY2010<br>Total FTE | FY2009<br>Uniformed | FY2010<br>Uniformed | FY2009 Non<br>Uniformed | FY2010 Non<br>Uniformed |
|------------------------------|---------------------|---------------------|---------------------|---------------------|-------------------------|-------------------------|
| AVC                          | 351                 | 323                 | 276                 | 256                 | 75                      | 67                      |
| DCI                          | 501                 | 485                 | 409                 | 398                 | 92                      | 87                      |
| DWCC                         | 390                 | 364                 | 316                 | 296                 | 74                      | 68                      |
| EHCC                         | 705                 | 731                 | 512                 | 534                 | 193                     | 197                     |
| FWCC                         | 228                 | 153                 | 164                 | 117                 | 64                      | 36                      |
| JLDCC                        | 148                 | 140                 | 117                 | 113                 | 31                      | 27                      |
| LCIW                         | 287                 | 279                 | 208                 | 204                 | 79                      | 75                      |
| LSP                          | 1628                | 1586                | 1334                | 1305                | 294                     | 281                     |
| PCC                          | 305                 | 295                 | 247                 | 245                 | 58                      | 50                      |
| RCC                          | 358                 | 347                 | 297                 | 288                 | 61                      | 59                      |
| SHRC                         | 108                 | 0                   | 94                  | 0                   | 14                      | 0                       |
| <b>Subtotal - Facilities</b> | <b>5009</b>         | <b>4703</b>         | <b>3974</b>         | <b>3756</b>         | <b>1035</b>             | <b>947</b>              |
| P&P                          | 818                 | 808                 | 595                 | 590                 | 223                     | 218                     |
| PE                           | 72                  | 71                  | 4                   | 4                   | 68                      | 67                      |
| HQ                           | 176                 | 164                 | 2                   | 2                   | 174                     | 162                     |
| <b>Total</b>                 | <b>6075</b>         | <b>5746</b>         | <b>4352</b>         | <b>4352</b>         | <b>1500</b>             | <b>1394</b>             |
| % of Total                   |                     |                     | 75.3%               | 75.7%               | 24.7%                   | 24.3%                   |





# Human Resources

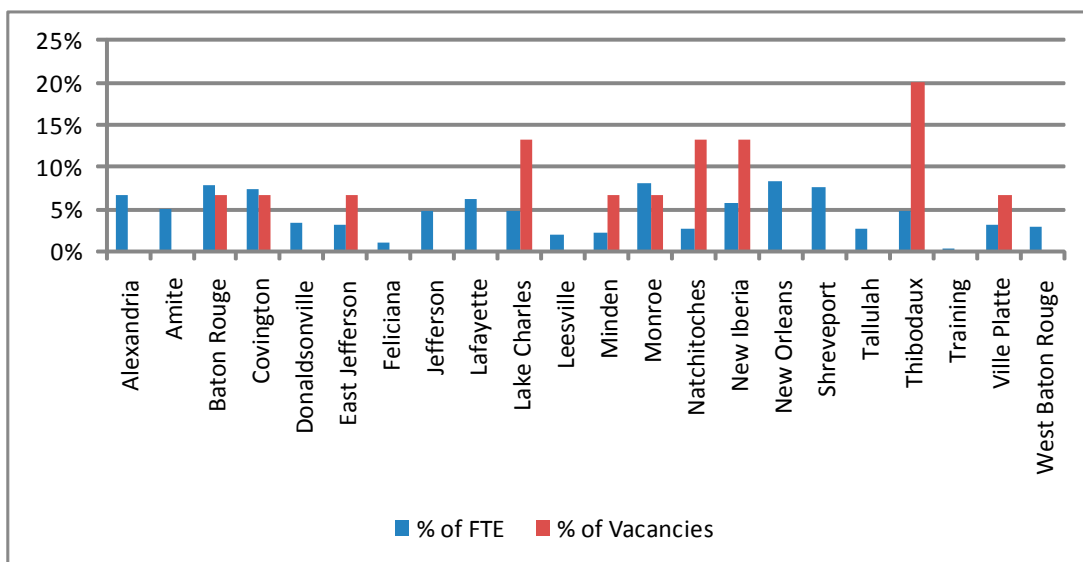


| Vacancies in Probation and Parole by District (Includes P&P Officer 1-3 and P&P Specialist) |     |           |          |                |
|---|-----|-----------|----------|----------------|
| District  | FTE | Vacancies | % of FTE | % of Vacancies |
| Alexandria  | 34  | 0         | 6.7%     | 0.0%           |
| Amite   | 25  | 0         | 4.9%     | 0.0%           |
| Baton Rouge   | 40  | 1         | 7.9%     | 6.7%           |
| Covington   | 37  | 1         | 7.3%     | 6.7%           |
| Donaldsonville  | 17  | 0         | 3.3%     | 0.0%           |
| East Jefferson  | 16  | 1         | 3.1%     | 6.7%           |
| Feliciania  | 5   | 0         | 1.0%     | 0.0%           |
| Jefferson   | 24  | 0         | 4.7%     | 0.0%           |
| Lafayette   | 32  | 0         | 6.3%     | 0.0%           |
| Lake Charles  | 24  | 2         | 4.7%     | 13.3%          |
| Leesville   | 10  | 0         | 2.0%     | 0.0%           |
| Minden  | 11  | 1         | 2.2%     | 6.7%           |
| Monroe  | 41  | 1         | 8.1%     | 6.7%           |
| Natchitoches  | 13  | 2         | 2.6%     | 13.3%          |
| New Iberia  | 29  | 2         | 5.7%     | 13.3%          |
| New Orleans   | 42  | 0         | 8.3%     | 0.0%           |
| Shreveport  | 39  | 0         | 7.7%     | 0.0%           |
| Tallulah  | 13  | 0         | 2.6%     | 0.0%           |
| Thibodaux   | 24  | 3         | 4.7%     | 20.0%          |
| Training  | 2   | 0         | 0.4%     | 0.0%           |
| Ville Platte  | 16  | 1         | 3.1%     | 6.7%           |
| West Baton Rouge  | 15  | 0         | 2.9%     | 0.0%           |
| Totals  | 509 | 15        | 100.0%   | 100.0%         |

# Human Resources

| Vacancies in Uniformed Staff June 30, 2010 |      |           |          |                |
|--|------|-----------|----------|----------------|
| Facility                                   | FTE  | Vacancies | % of FTE | % of Vacancies |
| AVC  | 256  | 21        | 6.8%     | 12.7%          |
| DCI  | 398  | 17        | 10.6%    | 10.3%          |
| DWCC                                       | 296  | 16        | 7.9%     | 9.7%           |
| EHCC                                       | 534  | 34        | 14.2%    | 20.7%          |
| FWCC                                       | 117  | 27        | 3.1%     | 16.4%          |
| JLDCC                                      | 113  | 7         | 3.0%     | 4.2%           |
| LCIW                                       | 204  | 10        | 5.4%     | 6.1%           |
| LSP  | 1305 | 19        | 34.8%    | 11.5%          |
| PCC  | 245  | 6         | 6.5%     | 3.6%           |
| RCC  | 288  | 8         | 7.7%     | 4.8%           |
| Totals                                     | 3756 | 165       | 100.0%   | 100.0%         |

Probation and Parole District Staff





# Human Resources

## Staff Turnover

### Probation & Parole

| Turnover In Probation & Parole By District |                      |             |               |
|--|----------------------|-------------|---------------|
| District                                   | Authorized Positions | Separations | Turnover Rate |
| Alexandria                                 | 34                   | 1           | 2.9%          |
| Amite                                      | 25                   | 0           | 0.0%          |
| Baton Rouge                                | 41                   | 1           | 2.4%          |
| Covington                                  | 38                   | 4           | 10.5%         |
| Donaldsonville                             | 17                   | 0           | 0.0%          |
| East Jefferson                             | 17                   | 1           | 5.9%          |
| Feliciania                                 | 5                    | 1           | 20.0%         |
| Jefferson                                  | 24                   | 4           | 16.7%         |
| Lafayette                                  | 32                   | 0           | 0.0%          |
| Lake Charles                               | 26                   | 4           | 15.4%         |
| Leesville                                  | 10                   | 1           | 10.0%         |
| Minden                                     | 12                   | 0           | 0.0%          |
| Monroe                                     | 42                   | 2           | 4.8%          |
| Natchitoches                               | 15                   | 5           | 33.3%         |
| New Iberia                                 | 31                   | 3           | 9.7%          |
| New Orleans                                | 42                   | 1           | 2.4%          |
| Shreveport                                 | 39                   | 2           | 5.1%          |
| Tallulah                                   | 13                   | 0           | 0.0%          |
| Thibodaux                                  | 27                   | 2           | 7.4%          |
| Training                                   | 2                    | 0           | 0.0%          |
| Ville Platte                               | 17                   | 3           | 17.6%         |
| West Baton Rouge                           | 15                   | 0           | 0.0%          |
| Grand Total                                | 524                  | 35          | 6.7%          |

### Prison Facilities

| Turnover in Uniformed Staff Positions by Facility for FY 2010 |                      |             |               |
|---|----------------------|-------------|---------------|
| Facility  | Authorized Positions | Separations | Turnover Rate |
| Avoyelles Correctional Center                                 | 275                  | 29          | 11%           |
| Dixon Correctional Institute                                  | 414                  | 73          | 18%           |
| David Wade Correctional Center                                | 313                  | 58          | 19%           |
| Elayn Hunt Correctional Center                                | 567                  | 168         | 30%           |
| Forcht Wade Correctional Center                               | 143                  | 43          | 30%           |
| J. L. Dabadie Correctional Center                             | 123                  | 10          | 8%            |
| Louisiana Correctional Institute for Women                    | 212                  | 41          | 19%           |
| Louisiana State Penitentiary                                  | 1321                 | 252         | 19%           |
| Phelps Correctional Center                                    | 250                  | 52          | 21%           |
| Rayburn Correctional Center                                   | 297                  | 52          | 18%           |
|   | 3915                 | 778         | 20%           |

# Human Resources

## Workforce Profile as of June 30, 2010

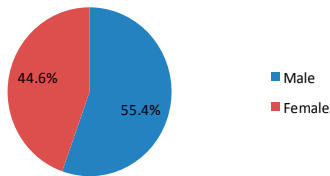
| Total DOC Workforce<br>Includes all filled positions including job appointments as of June 30, 2010 |       |        |       |       |       |       |       |       |                 |
|---|-------|--------|-------|-------|-------|-------|-------|-------|-----------------|
| Average Age   | Male  | Female | White | Black | NH/PI | AI/AK | Asian | Other | Total Employees |
| 43.1  | 3205  | 2577   | 3282  | 2440  | 5     | 15    | 8     | 32    | 5782            |
|   | 55.4% | 44.6%  | 56.7% | 42.2% | 0.1%  | 0.3%  | 0.1%  | 0.6%  | 100.0%          |

| Uniformed Staff |       |        |       |       |       |       |       |       |                 |
|-----------------|-------|--------|-------|-------|-------|-------|-------|-------|-----------------|
| Average Age     | Male  | Female | White | Black | NH/PI | AI/AK | Asian | Other | Total Employees |
| 42.2            | 2331  | 1448   | 1743  | 2007  | 5     | 10    | 3     | 11    | 3779            |
|                 | 61.7% | 38.3%  | 46.1% | 53.2% | 0.1%  | 0.3%  | 0.1%  | 0.2%  | 100.0%          |

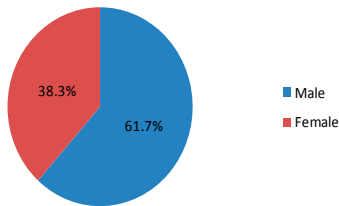
| Probation and Parole Officers and Supervisors<br>Includes P&P Officer 1, 2, 3, Specialist and Supervisors |       |        |       |       |       |       |       |       |                 |
|---|-------|--------|-------|-------|-------|-------|-------|-------|-----------------|
| Average Age   | Male  | Female | White | Black | NH/PI | AI/AK | Asian | Other | Total Employees |
| 41.7  | 417   | 213    | 527   | 95    | 0     | 1     | 1     | 6     | 630             |
|   | 66.2% | 33.8%  | 83.5% | 15.1% | 0.0%  | 0.2%  | 0.2%  | 1.0%  | 100.0%          |

| Louisiana Statewide Statistics<br>Based on the 2000 US Census Report |           |           |           |           |       |        |        |        |                  |
|--|-----------|-----------|-----------|-----------|-------|--------|--------|--------|------------------|
| Average Age  | Male      | Female    | White     | Black     | NH/PI | AI/AK  | Asian  | Other  | Total Population |
| 34   | 2,162,903 | 2,306,073 | 2,856,161 | 1,451,944 | 1,240 | 25,477 | 54,758 | 79,396 | 4,468,976        |
|  | 48.4%     | 51.6%     | 63.9%     | 32.5%     | 0.0%  | 0.6%   | 1.2%   | 1.8%   | 100.0%           |

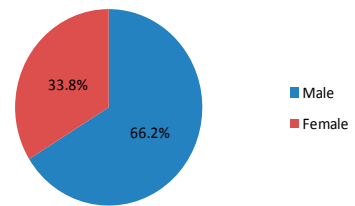
DOC WORKFORCE GENDER



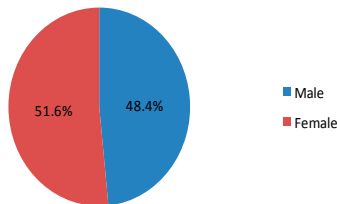
UNIFORM STAFF GENDER



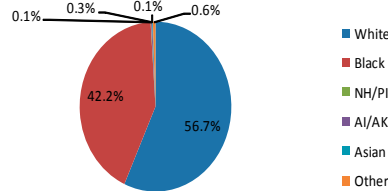
P&P Staff Gender



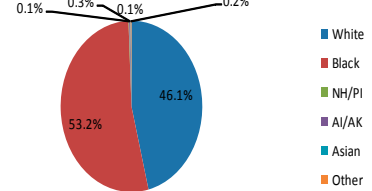
STATEWIDE GENDER MAKEUP



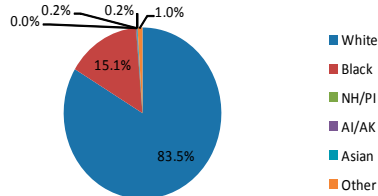
TOTAL DOC WORKFORCE RACE



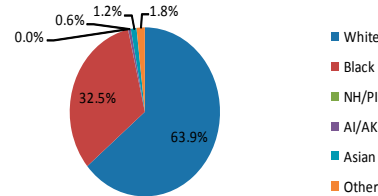
UNIFORM STAFF RACIAL MAKEUP



P&P STAFF RACIAL MAKEUP



STATEWIDE RACIAL MAKEUP



# Information Services



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*Dawson Andrews*  
*Director of Information*  
*Services*

## *Information Technology* *LUCI*

LUCI (Louisiana Unified Corrections Interface) is a system of Lotus Notes databases used to manage the offender population at the institutions. This system was initially developed for offender management. The Department decided to use this system as a model to implement a unified system across all institutions. The Office of Information Services was commissioned to convert these databases for use department wide. LUCI includes Control Center, Classification and Visiting and is currently being used at 5 facilities with plans to bring others on board during FY 2010/2011.

The ultimate goal of LUCI is to provide a standardized, seamless system of offender management in the Louisiana State Prisons. This will reduce redundant data entry as offenders move within the system. In other words, their "electronic record" will follow them from one institution to another. Additionally, technical support will be enhanced due to the same software being utilized at all facilities.

## *Surveillance Cameras to Replace Guard Towers*

Louisiana State Penitentiary and Avoyelles Correctional Center have successfully installed surveillance cameras in their facilities to facilitate the closure of perimeter security towers. Louisiana State Penitentiary will close 15 towers and Avoyelles Correctional will close 6 towers.

The cameras will continually, 24-hours-a-day-seven-days-a-week, monitor the secured fenced areas of each institution. The cameras send a real-time alert if a security violation occurs. The alerts are available to both staff monitoring the cameras as well as to security personnel in vehicles patrolling the secured perimeter areas.

## *Telemedicine*

In fiscal year 2009-2010, the partnership between the Department and LSU-HSC expanded to include 5 times more clinics on a monthly basis in the areas of Dermatology, ENT medicine, HIV consultations, and Cardiology. The department's network bandwidth was expanded to accommodate 4 times as many concurrent sessions of Telemedicine clinics. Future goals of the Department are to expand all prison sites' network capability to accommodate up to 6 times the number of concurrent clinics statewide. Also in this FY, LSU-HSC north built a connection to the Department network in the Shreveport area for clinics to be utilized for Department prison sites in north Louisiana.

This technology offers medical care to offenders by allowing remote care using high definition video conferencing camera and monitor technology. The video connections are offered at all Department prison sites to LSU-HSC hospitals and clinics around the state.

## *Video Conferencing for Court Appearances*

In fiscal year 2009-2010, the Department continued to expand the number of court appearances between Department prison facilities and 12 key metropolitan court systems statewide. All prison sites had additional network bandwidth capacity added to give dedicated court video conferencing capabilities.

This technology allows the offender to remain at the prison facility site and conduct court sessions with the courtrooms via video conferencing cameras installed at both the prison and the courtroom.

## ***Data and Video Network Expansion***

In fiscal year 2009-2010, the Department began an expansion of all network connections to a new Metro-Ethernet based technology. This technology will allow the Department to scale its current network based services for video conferencing applications in Parole and Pardon Boards, Telemedicine, and Video courts to 6 to 7 times the current connection speeds. The new Metro-Ethernet based network can also be increased in speed up to 10 times more as Department needs for new information systems and internet based application systems come online.

In the future, the Department plans to increase all Probation and Parole office network connections to 5 to 6 times the network current speeds.

## ***SAS - Parole***

The Department contracted with an analytics lab to do analysis on data from our CAJUN and Probation and Parole Case Management Systems. DOC's Parole population was analyzed to determine whether there are identifiable common factors that differentiate between offenders who do and do not re-offend after their release. Recidivism contributes substantially to the total costs of correction services because of the demand for bed capacity to accommodate re-incarceration which increases the demand for services (operational as well as programmatic). Some of the Key findings of the Analysis were higher rates of recidivism were found among offenders who are young at time of release, unemployed, have a history of substance abuse, mental health conditions, property and drug offenses, and multiple incarcerations. Strategically, reducing recidivism can serve as population management and allocate resources toward known areas of risk. The Department's goal is to strengthen the effectiveness of programs and services, particularly in the areas of substance abuse, mental health services, and employment readiness.

## ***Automated Fingerprint Information System (AFIS)***

During FY 2009-2010 the Department of Corrections, along with the Department of Public Safety, installed AFIS machines in 20 of our 21 Probation & Parole offices. The AFIS system provides for a positive identification of an individual through biometric technology and serves as an

entry point for inputting information in the State's criminal history database.

In addition to installing these machines DOC has worked with Public Safety to move all of the data circuits to the DOC network. Each of these moves allows for a disconnect from Public Safety's network and therefore a cost savings to the Department.

## ***Probation & Parole Information Integration System***

The Department, along with Thinkstream, a provider of Law-enforcement technology systems has implemented a new Integration System which allows Probation and Parole to receive e-mail notification when one of their offenders is "touched" by one of 350 local Louisiana law enforcement systems. In addition, real-time information from the Department's Probation and Parole system is available to 350 local law enforcement agencies.

# Internal Audit



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*Jewell A. Reid*  
*Director of Internal Audit*

The Internal Audit Division (IAD) was established in December 2008, and reports functionally to the Secretary and administratively to the Deputy Secretary of the Louisiana Department of Public Safety & Corrections, Correction Services (DPS&C). IAD plays an essential and useful role in the conduct of successful operations by providing independent, objective assurance and consulting services designed to add value and improve the operations of the DPS&C. It assists the organization in accomplishing its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of its risk management, control, and governance processes. In addition, it supplies management at all levels with information to assist in their control of the assets and operations for which they are responsible.

To maintain its high level of business standards and ethics, the IAD adheres to the Institute of Internal Auditors (IIA) International Professional Practices Framework, including:

- The International Standards for the Professional Practice of Internal Auditing (The Standards)
- The Code of Ethics
- The new definition of internal auditing

Our scope encompasses the examination and evaluation of the adequacy and effectiveness of DPS&C governance, risk management process, system of internal control structure, and the quality of performance in carrying out assigned responsibilities to achieve stated goals and objectives. Responsibilities include, but are not necessarily limited to, the following:

- Review the reliability and integrity of financial and operational information and the means used to identify measure, classify, and report such information.
- Determine the degree of compliance with those policies, plans, procedures, laws and regulations which have or could have a significant impact on operations and reports.

- Assess the economy and efficiency with which resources are employed and assets are safeguarded.
- Determine whether operating and financial objectives, goals, associated control procedures, and reported results are accurately and effectively prepared and are being carried out as planned.
- Assess compliance with established standards of business ethics and the procedures for reporting violations or probable violations of DPS&C policies.
- Report all potential conflicts of interest.
- Provide the Secretary and any other authorities deemed necessary any knowledge of violations of state laws or agreements, or correctional or official misconduct.
- Review specific operations at the request of the Secretary, as appropriate.
- Monitor and evaluate the effectiveness of DPS&C risk management system and issue an annual internal audit report on the enterprise risk management process.

Some of our accomplishments since our establishment in December 2008 include the following:

- Conducted the first comprehensive risk assessment of DPS&C.
- Established the first annual audit plan as well as a 5 year audit plan.
- Fully recovered 100% of transitional work program offender funds, exceeding \$160,000 during the closing of a local parish Transitional work program Center.
- Assisted management in establishing standardized processes for transitional work program programs, including working with the Federal Deposit Insurance Corporation (FDIC) to establish proper offender trust fund accounts in all transitional work program facilities.
- Conducted multiple training sessions for transitional work program personnel related to compliance with DPS&C & FDIC regulations.
- Acted as liaison for multiple US Office of Inspector General and Office of the Louisiana Legislative Auditor inquiries.
- Implemented the first inventory tracking system at the Angola Prison Rodeo.
- Completed over 20 audit projects, including on-going consulting services with all transitional work program centers and various state prison facilities.



# Investigations Unit

## OAS Investigations

The OAS Investigations Unit supervised 263 investigations. In addition, 7 polygraph examinations were conducted.

## Fugitive Unit

80 escapes with 80 apprehensions were handled through the Fugitive Unit.

The Fugitive Unit has the responsibility for supervising fugitive apprehension efforts and operations, obtaining warrants and orders for extradition, maintaining the "Most Wanted" section of the Department's web site, forging or maintaining close working relationships with federal, state, and local agencies, as well as the preparation and analysis of statistical reports and data relating to the operations of the unit.

The Fugitive Unit utilizes the Probation & Parole District offices as well as department personnel assigned to various U.S. Marshall's Service Fugitive Task Forces in accomplishing its mission.

Since its establishment within the Office of Adults Services in 1999, through December 2009, a total of 1,453 offenders

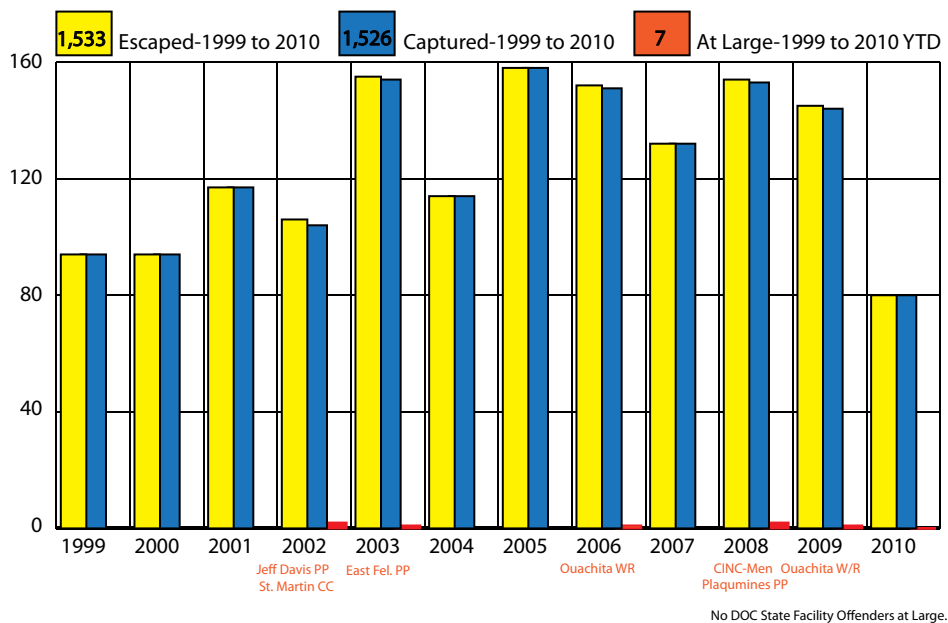


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Eric Sivula  
Director of Investigations

escaped from transitional work program centers, local or state facilities (with the largest number escaping from transitional work program locations). As of December 31, 2009, the number of offenders in escape status was 28, (down from 41 from the previous year) the earliest escape having occurred in 1949. Of that number, 3 are known to be out of the country in Mexico and 6 others are believed to be deceased or are older than 75 years of age. There are an additional 19 who escaped between 1952 and 1993.

## DOC Escapees from 1999-2010 YTD



# Investigations Unit

## *Prison Rape Elimination Act (PREA)*

The Department operates under a zero tolerance policy in regards to sexual assault or sexual misconduct by or involving offenders, staff, or civilians. Under the zero tolerance policy all staff, offenders and civilian volunteers/contractors receive appropriate training. Allegations of sexual assault or misconduct can be reported through a variety of methods and all allegations are subject to a complete and thorough investigation.

PREA allegations are tracked through a database and are reported to a variety of governmental entities on an annual basis. Those investigations resulting in substantiation of criminal or administrative violations are referred for arrest and prosecution if criminal in nature and for appropriate disciplinary action if the conduct is non-criminal.

The Department's PREA program's over arching goal is an awareness of the seriousness of such incidents, a reduction in the frequency of such misconduct and effective and responsive actions to mitigate and prevent further occurrences.

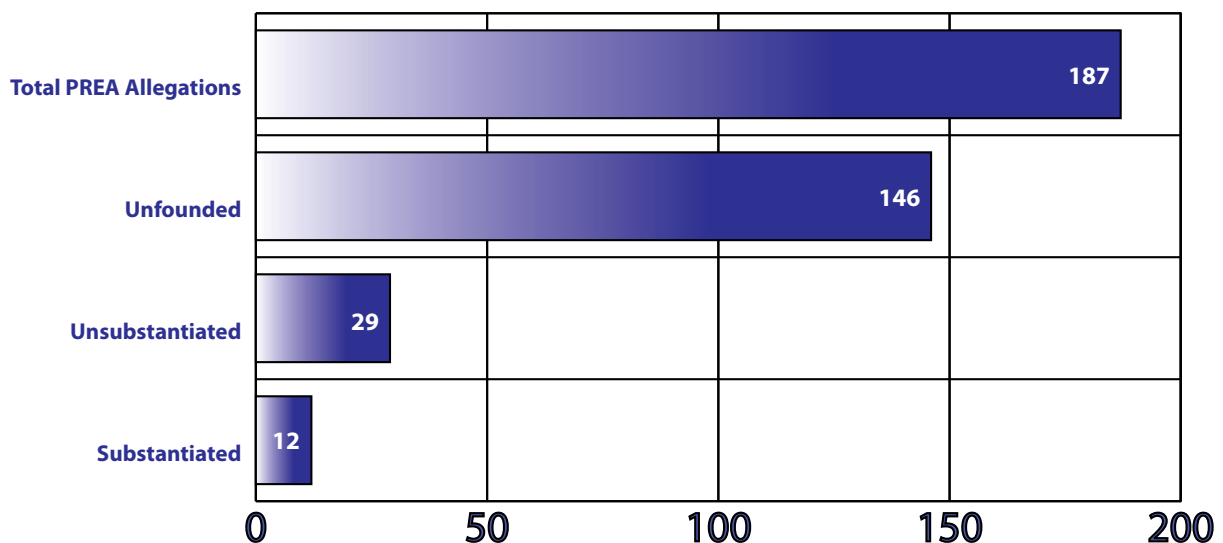
## *Incident Management Center*

The Department conducts its emergency management operations through a centralized Incident Management Center (IMC) located at the Central Office in Baton Rouge. The IMC serves as the operations "command and control" for all incidents, disasters or emergencies which impact or require the response of the Department as a whole.

The IMC is staffed through and falls under the Chief of Operations with direct supervision and operational control under the Incident Management Director. The IMC Director and assigned staff are also responsible for the creation, review, exercising and implementation of the Department's Emergency Operations Plan including major hurricane evacuation (site specific), COOP, and pandemic events.

The IMC is the Department's direct liaison to the Governor's Office of Homeland Security and Emergency Preparedness and its emergency operations center. The IMC Director serves as the representative to the Governor's Unified Command in the absence, or in support, of the Secretary.

*2009 PREA Investigations (All Categories)*



# Legal Services

Legal services are provided to the Secretary by a staff of six attorneys. Four attorneys, including the General Counsel to the Secretary, are located in the Central Office. Two other attorneys are based at two correctional facilities within the state. Legal services typically provided include:

- Representation of employees in tort, civil rights, and habeas corpus actions challenging conditions of confinement.
- Factual investigation and liaison activities with staff of the Civil Litigation Division of the Attorney General's Office charges with representation of Department employees.
- Drafting of legislation and legislative committee testimony.
- Review and advice concerning both prospective and enacted legislation.
- Legal advice and counsel concerning a wide range of offender management issues.
- Drafting of contracts following negotiations.
- Review and advice concerning contract administration and terminations.
- Advice concerning employee disciplinary investigations and proposed discipline.
- Representation of Department management staff in employee discipline, Civil Service appeals, and in employment discrimination actions and unemployment compensation claims.
- Drafting of leases and other documents concerning the Department's property.
- Each year, staff attorneys from the Secretary's Office conduct a legal training seminar for offenders.



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*William Kline*  
General Counsel

| LITIGATION                         |       |       |       |       |
|------------------------------------|-------|-------|-------|-------|
| SUITS FILED                        | FY    | FY    | FY    | FY    |
|                                    | 06-07 | 07-08 | 08-09 | 09-10 |
| ADA                                | 0     | 0     | 2     | 0     |
| Civil Rights                       | 14    | 10    | 2     | 5     |
| Confiscated Publications           | 4     | 7     | 1     | 2     |
| Contracts                          | 1     | 0     | 0     | 1     |
| DB Appeal                          | 42    | 58    | 52    | 31    |
| Employee Grievance                 | 39    | 58    | 38    | 27    |
| EEOC                               | 3     | 0     | 0     | 0     |
| Environmental                      | 3     | 2     | 0     | 0     |
| Excessive Force                    | 47    | 16    | 22    | 17    |
| False Imprisonment                 | 5     | 2     | 2     | 0     |
| Habeas                             | 38    | 16    | 11    | 3     |
| Judicial Review                    | 0     | 4     | 0     | 0     |
| Katrina                            | 1     | 0     | 0     | 0     |
| Mail Tampering                     | 9     | 5     | 5     | 6     |
| Medical                            | 31    | 47    | 40    | 18    |
| Negligence/Deliberate Indifference | 7     | 3     | 4     | 7     |
| Other                              | 66    | 51    | 65    | 64    |
| Pardon                             | 0     | 2     | 1     | 0     |
| Parole                             | 6     | 13    | 17    | 12    |
| Personal Injury                    | 12    | 15    | 24    | 18    |
| Probation & Parole                 | 9     | 14    | 2     | 0     |
| Probation                          | 1     | 1     | 0     | 2     |
| Property                           | 4     | 17    | 13    | 16    |
| Racial Discrimination              | 0     | 1     | 0     | 1     |
| Religion                           | 4     | 6     | 3     | 3     |
| Sex Offender                       | 3     | 2     | 5     | 2     |
| Sexual Harassment                  | 2     | 6     | 5     | 0     |
| Time Computation                   | 195   | 167   | 142   | 102   |
| Unknown                            | 0     | 68    | 3     | 0     |
| TOTAL                              | 546   | 591   | 459   | 337   |

# Medical/Mental Health



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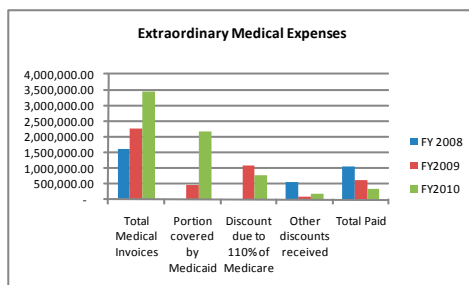
**Raman Singh, M.D.**  
Director of Medical and  
Mental Health

## HIV: Prerelease

This fiscal year, there were 141 HIV+ offenders released from the department's custody. Since the Office of Public Health hired a Corrections Specialist in April 2009, there has been great progress made in getting these offenders linked to community resources timely upon their discharge. The specialist travels around the state conducting discharge planning, setting up medical appointments, and linking offenders to the Ryan White Case Management program as indicated. On average, 9 offenders are linked to ADAP (AIDS Drug Assistance Program) each month. Additionally, as offenders going to transitional work programs are eligible for ADAP, the specialist also assists them in registering as well.

## Medicaid: Extraordinary Expenses

When comparing extraordinary medical expenses billed to the Department from FY 2008 through FY 2010, one will find that it more than doubled from \$1.6 million in FY 2008 to nearly \$3.5 million in FY 2010. However, one will also note that the amount paid by the department did not follow this trend. Instead, payments dropped by 33% from FY 2009 (\$1,059,596) to FY 2010 (\$346,652). The drop in



payments is due to two things: #1) The implementation of procedures to apply for Medicaid coverage for qualifying inpatient offenders. To date, this has resulted in a savings to the department of \$2.6 million dollars. 2) The legislation change that limited the amount private hospitals could bill for offender care to not more than 110% of the Medicare rate. To date, this has saved the department over \$1.8 million. Overall, these two changes have saved the department nearly \$4.5 million in FY 2009 and FY 2010.

## FWCC: Substance Abuse Treatment Program

In February 2010, Forcht Wade Correctional Center (FWCC) was converted into an extensive substance abuse treatment and intervention facility with a capacity for 498 offenders. The new program focuses on addictive disorders, psychological concerns of the individual and family, a therapeutic community, measurable objectives, and reentry support. Its progress is being monitored on a monthly basis. Most recently, improvements have been made in providing intervention for offenders who are not succeeding in the program and transferring offenders out timelier upon completion of the program so that their spots can be quickly filled with others in need of treatment.

## Opening of Skilled Nursing Unit at Elayn Hunt Correctional Center

On January 4, 2010, EHCC opened a new skilled nursing unit with a sixty-four bed capacity. Additionally, during the consolidation process of the FWCC/EHCC skilled nursing units, patients were moved from FWCC to LSP temporarily. Throughout the months of January and February, patients were then strategically moved into the EHCC skilled nursing unit. This was a successful transition thanks to the outstanding work and collaborative efforts of all staff involved. The EHCC Skilled Nursing Unit remains filled with high acuity level patients. On an as needed basis, lesser acuity level patients are moved to other institution's infirmaries to make room for incoming offenders that require more extensive medical care.

| Total Invoices Paid              | FY 2008      | FY2009       | FY2010       |
|----------------------------------|--------------|--------------|--------------|
| Total Medical Invoices           | 1,608,465.91 | 2,268,423.24 | 3,455,054.00 |
| Portion covered by Medicaid      | -            | 469,976.47   | 2,159,892.02 |
| Discount due to 110% of Medicare | -            | 1,084,640.73 | 770,068.67   |
| Other discounts received         | 548,870.30   | 93,603.37    | 178,441.34   |
| Total Paid                       | 1,059,595.61 | 620,202.67   | 346,651.97   |

## ***Keep-on-Person Medication Pilot Program***

In January 2009, Avoyelles Correctional Center (AVC) conducted a pilot program for keep-on-person (KOP) medications aimed at assisting prerelease offenders in becoming more responsible for taking their medications as prescribed. As the pilot was very successful, it was fully implemented and remains a successful program today. There were two other positive outcomes of this program's implementation: the reduction of pill call lines and the reduction of staff workload. Because AVC's KOP program procedures and successful outcomes were shared department-wide, DWCC, LSP, PCC, and RCC also implemented it at their facilities and are pleased with the results.

## ***Expanding 340-B to Cover Hepatitis Medications***

Collaborations with LSU-HCSD to establish the necessary partnership that would allow the Department to purchase hepatitis medications from Earl K. Long Hospital (EKL) at the 340-B discounted pricing paid off in January 2010 when the Department began saving 60% from what it had previously been paying for the same medications. Collaborative efforts in this regard continue in the hopes of realizing similar savings for other costly medications.

## ***Telemedicine: SOMET Referral Review Process***

In July 2010, LSU-HCSD worked with the department to create a new evidence-based referral review process called SOMET (School of Medicine Evaluation by Telemedicine) with the goal of reducing unnecessary medical trips (increasing public safety and decreasing transportation costs) and getting offenders to needed treatment more efficiently. The new process is still being tweaked and plans are underway to expand telemedicine to areas such as ophthalmology and psychiatry. Initial results show that outside trips are significantly decreasing (especially at DCI) and telemedicine encounters are increasing as well. However, it must also be noted that nursing workload will be increased with telemedicine usage.

## ***Audiology***

In an effort to reduce outside trips for hearing testing and aid

fittings and pickups, LSU-HCSD loaned the department an Otogram machine to conduct audiometric testing with the results being electronically sent over the internet to the LSU hospital in Lafayette. The machine was shared between LSP, EHCC, RCC, and LCIW. Not only did its use reduce medical trips and associated costs, but it also helped the department maintain compliance with ADA standards.

## ***Healthy Activity Wellness Knowledge (H.A.W.K) Program***

Physicians throughout the world often scratch their heads thinking about ways to convince their patients to follow their treatment plans and live a healthy lifestyle. In prisons, there are many offenders that are either completely noncompliant or partially compliant with their treatment plans (i.e. medications, diet or other medical recommendations). As noncompliance leads to poor disease control and more complications (i.e., kidney failure, heart attack, stroke, etc), physicians often wonder what more can be done to improve compliance and disease control. Additionally, administrators continuously explore ways to reduce health care costs down the road. As such, the medical and administrative staff at AVC came up with a program that may help with both of these core issues.

As Warden Cooper notes, "Staff at AVC saw a definite need to provide the offender population with an alternative to sitting on a crate in the recreation yard. As a result of several months of planning and researching, the newest and most anticipated program at AVC began on June 19, 2010. The HAWK program, a Healthy Activity and Wellness Knowledge Program, was designed to promote change in selected offenders through exercise and healthy living habits. As a way of starting off on the right foot with the program, Ms. Brandi Brinkley, an exercise physiologist and professional body builder, traveled to AVC to give advice to those in attendance. Ms. Brinkley spoke about the importance of setting goals and hard work. She commented that the only thing in life we can control is our own health. Facilitators are working closely with offender participants five days a week and the medical department is conducting monthly evaluations of the facilitators, participants, and the program as a whole."

This pilot program was shared with all health care and administrative staff Department-wide and its success will continued to be monitored through the year.



# Policy Development & Review



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*Melissa Callahan  
Deputy Assistant Secretary*

## ***Policy Development and Legislative Tracking Program***

The division began a major new project during FY 2009-2010 with the creation of a Forms Management Computer Database. The division was charged with standardizing all forms used by the Department, developing, designing and maintaining both printed and automated forms. Approximately 250 forms that are utilized throughout the department have been placed on the database with the goal of saving printing costs. This project will be expanded during FY 2010-2011 to include automation of “in-house” forms utilized by each individual unit within the department.

In addition, the division processed 106 new or revised regulations during FY 2009-2010 (including 12 regulations which were statutorily mandated to be promulgated in the Louisiana Register), compared to 86 new or revised regulations in FY 2008-2009. The majority of the regulations were the result of enhancements made to further the department’s reentry initiatives. Other changes were the result of activity during the 2010 Legislative Session, are summarized below:

### ***House Bill No. 5 (Act No. 559)***

Authorizes the Department to accept debit or credit cards for payment of fees owed to the state by probationers and parolees.

### ***House Bill No. 22 (Act No. 343)***

Deletes the requirement that all witnesses to the execution of a death sentence must be citizens of Louisiana.

### ***House Bill No. 23 (Act No. 505)***

Revises the definition of contraband in prisons to include

component hardware of telecommunications equipment (i.e., SIM cards, chargers, batteries, etc.)

### ***House Bill No. 29 (Act No. 560)***

Prohibits assignment of certain offenders to J. Levy Dabadie Correctional Center.

### ***House Bill No. 30 (Act No. 344)***

Increases the pool of DPS&C employees who are eligible to be designated as Special Agents.

### ***House Bill No. 89 (Act No. 89)***

Revises the procedures for the deduction of costs resulting from participating in transitional work program programs.

### ***House Bill No. 105 (Act No. 562)***

Amends presentence investigation provisions to include defendant’s pre-trial and post conviction disciplinary records.

### ***House Bill No. 117 (Act No. 510)***

Amends the definition of “technical violation” for purposes of parole revocation.

### ***House Bill No. 120 (Act No. 350)***

Provides for certain obligations of the sentencing court and DPS&C.

### ***House Bill No. 130 (Act No. 352)***

Increases the time period in which a defendant shall be brought before the court for a hearing on a probation violation.

### ***House Bill No. 173 (Act No. 565)***

Adds synthetic marijuana as a Schedule I drug.

### ***House Bill No. 195 (Act No. 566)***

Changes the number of votes required to grant parole to certain offenders under specified circumstances.

### ***House Bill No. 191 (Act No. 911)***

Amends provisions of habitual offender law.

### ***House Bill No. 290 (Act No. 516)***

Provides with respect to pornography involving juveniles.

### ***House Bill No. 376 (Act No. 520)***

Amends the definition of “technical violation” for purposes of parole revocation for certain sex offenders.

# Policy Development & Review

**House Bill No. 377 (Act No. 915)**

Provides with respect to malfeasance in office committed by volunteers and contract workers of DPS&C.

**House Bill No. 418 (Act No. 469)**

Makes the Warden an ex-officio (non-voting) member of the Board of Parole.

**House Bill No. 419 (Act No. 578)**

Requires law enforcement officials to undergo training on the use of tasers.

**House Bill No. 502 (Act No. 379)**

Creates the crime of fire-raising in a correctional facility.

**House Bill No. 525 (Act No. 381)**

Requires the Department and the Board of Parole to participate in the Offset Program within the Department of Revenue to collect past due probation or parole fees.

**House Bill No. 549 (Act No. 583)**

Authorizes the use of electronic signatures for offenders.

**House Bill No. 552 (Act No. 924)**

Provides for rights and duties of probation and parole officers.

**House Bill No. 563 (Act No. 821)**

Creates a pretrial incarceration alternative pilot program in Lafourche Parish.

**House Bill No. 640 (Act No. 149)**

Provides with respect to the duration of sex offender registration.

**House Bill No. 699 (Act No. 1021)**

Provides for review and audit process for performance-based energy efficient contracts.

**House Bill No. 795 (Act No. 833)**

Provides relative to an employer's access to criminal background information of a potential employee.

**House Bill No. 990 (Act No. 836)**

Amended the provisions of the Offender Rehabilitation and Workforce Development Program and created a Reentry Advisory Council.

**House Bill No. 1013 (Act No. 726)**

Establishes the Workforce Development Sentencing Pilot Program in the Orleans Parish Criminal Court and the 41st JDC.

**House Bill No. 1155 (Act No. 400)**

Provides relative to sex offender registration and notification requirements.

**House Bill No. 1159 (Act No. 740)**

Provides relative to fees paid for copying medical records.

**House Bill No. 1314 (Act No. 413)**

Provides with respect to sex offender registration and notification requirements.

**House Bill No. 1322 (Act No. 852)**

Requires state agencies to implement a solid waste reduction and recycling program.

**House Bill No. 1361 (Act No. 856)**

Provides with respect to the Louisiana Sentencing Commission, to provide for the evaluation of sentencing structures and to provide for the membership of the Commission.

**House Bill No. 1412 (Act No. 416)**

Provides with respect to electronic monitoring equipment. Requires DPS&C to develop policies and procedures for the availability, storage, and use of equipment.

**House Bill No. 1436 (Act No. 859)**

Provides relative to sex offender registration and notification requirements.

**HCR 9**

Directs the Louisiana Law Institute to study finality and accuracy of criminal convictions.

**HCR 172**

To study the feasibility of creating a central statewide system that would allow exchange of data between state agencies for the purpose of coordinating reentry services.

**HCR 178**

Requests the DPS&C to study the pricing of commodities sold to offenders at canteens located in all state and local correctional facilities.

# Policy Development & Review

## ***HCR 188***

Urges and requests the DPS&C to study residency restrictions applicable to sex offenders.

## ***HCR 195***

Requests the DPS&C to study transitional work program programs in the state.

## ***HCR 226***

Requests the DPS&C to study the feasibility of providing education-based programs to offenders.

## ***Senate Bill No. 10 (Act No. 110)***

Provides for certain incidents when an incarcerated offender must be tested for certain diseases.

## ***Senate Bill No. 45 (Act No. 160)***

Provides for the procedure for the payment of restitution to crime victims.

## ***Senate Bill No. 47 (Act No. 760)***

Provides for certain probation fees paid into the Sex Offender Registry Technology Fund.

## ***Senate Bill No. 52 (Act No. 57)***

Provides for required qualifications necessary to be appointed to the Board of Parole.

## ***Senate Bill No. 96 (Act No. 493)***

Provides relative to facilities providing housing or temporary residence to individuals referred by judicial agencies.

## ***Senate Bill No. 312 (Act No. 649)***

Provides for diminution of sentence for good behavior (35 days for 30 days served - retroactive to 1992.) Not applicable to sex offenders or offenders convicted of a crime of violence.

## ***Senate Bill No. 476 (Act No. 785)***

Reduces the length of time the Department of Public Safety and Corrections is required to retain certain records.

## ***Senate Bill No. 554 (Act No. 889)***

Provides that the Administrative Procedure Act does not apply to certain actions of the Department of Public Safety and Corrections.

## ***Senate Bill No. 589 (Act No. 792)***

Provides for the Department's ability to award credit for good behavior while on parole prior to revocation and allows jail credits to be awarded for a prior crime while in jail awaiting revocation and sentencing for a subsequent offense. Jail credit was already being given for the second offense, but not the first.

## ***Senate Bill No. 606 (Act No. 793)***

Provides relative to religious freedom.

## ***SCR No. 17***

Directs the Louisiana Sentencing Commission to complete its work and report its recommendations to the Legislature by March 1, 2012.

## ***SCR 109***

Requests the Division of Probation and Parole to reopen the St. Bernard Parish Probation and Parole District Office.

## ***SCR 90***

Creates a special Senate Committee to study and make recommendations with respect to public safety and corrections.

# Prison Enterprises

Prison Enterprises (PE), a division of the Department of Public Safety and Corrections (DPS&C), operates a diversified group of industry, agriculture and service programs located at nine correctional facilities throughout Louisiana. These operations provide unique work opportunities and job training for offenders that may otherwise be unavailable. Prison Enterprises' goods and services are available for sale and delivery within Louisiana to any institution or agency supported by funds derived from public taxation and operated under the supervision of the State of Louisiana or some political subdivision, including parish and local governments. Also eligible are bona fide non-profit organizations. PE's sales this year were approximately \$25.6 million, a drastic decrease from last fiscal year's exceptional sales figure of \$32.8 million. However, in light of current economic conditions and budget reductions, this figure could have been much lower and our cash flow remains consistent due to our efforts to maximize sales while controlling costs.

PE has made strides towards accomplishing its operational goals in spite of the current budget conditions and reduced staffing levels. We continue to look closely at our product pricing in an effort to assist the institutions in addressing their respective budget reductions. We have also introduced many new products without requiring additional production equipment.

Another accomplishment is the addition of music CDs to the Personal Property section of our Canteen Distribution Center. This is intended to eliminate a significant burden from the institutional mail rooms. PE also began the implementation of age/source verification procedures on our cattle herd allowing us to recognize the best return on our calves and yearlings. This process will add value to our calf crop and in turn allow PE to realize maximum market prices on their sale.

Prison Enterprises used its own truck drivers to haul the 2010 wheat crop to the grain elevator as a cost containment measure. In previous years, the wheat crop hauling was contracted to outside drivers. The resulting cost savings was approximately \$17,000. We are currently expanding the utilization of our own truck drivers to haul corn and soybeans in the future and will construct an additional grain bin to increase our grain storage capacity to enhance our hauling capabilities.



*Prison Enterprises*  
1060 Nicholson Drive  
Baton Rouge, LA 70802  
225-342-6633  
225-342-3905 FAX

*Michael Moore*  
Director

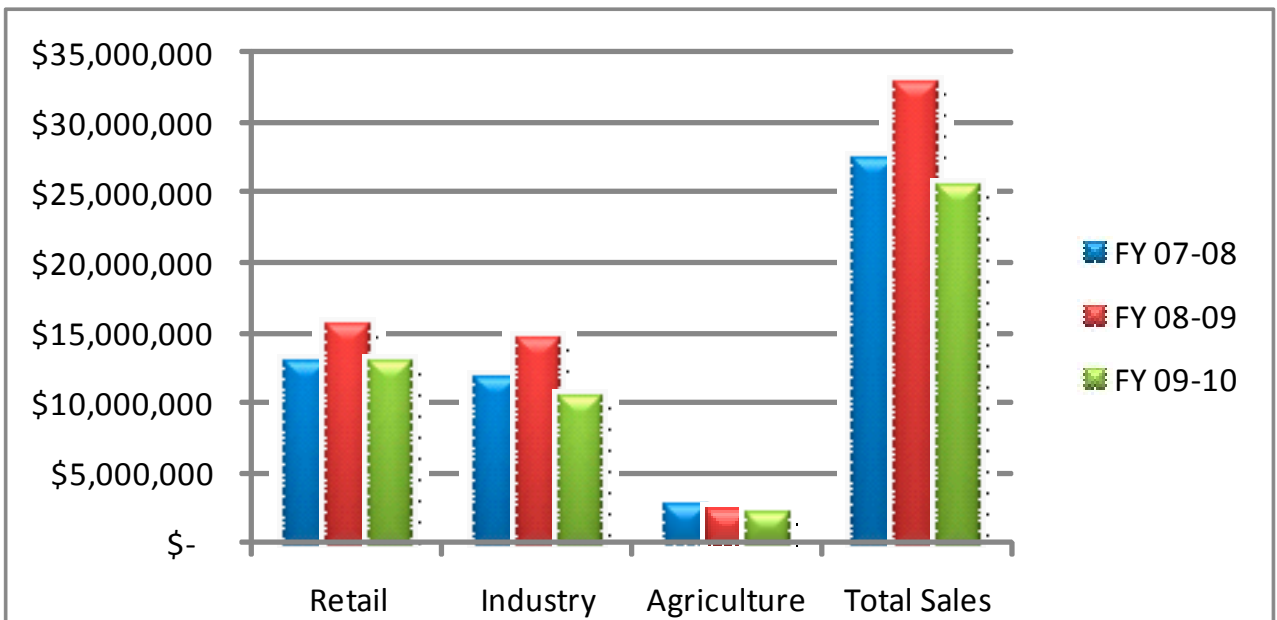
Although Fiscal Years 2010/2011 and 2011/2012 are projected to bring even harsher budget reductions, we are prepared to move forward and fulfill our mission and that of the Department. We continue to seek out new customers to expand our base, as well as look for innovative ideas to find new markets through product development. We have also recently revised our Mission Statement to integrate our purpose with the Department's reentry initiative and continue to utilize occupational job titles to enhance the offender worker's resume building and job training skills in order to help reduce recidivism. The Department now tracks recidivism of offenders who were employees in PE operations prior to release. The results are encouraging in that the data suggests that offenders released from incarceration who worked for at least nine months prior to release are less likely to return to prison within 60 months from the date of release.

| PRISON ENTERPRISES SALES BY OPERATION |               |               |               |
|---------------------------------------|---------------|---------------|---------------|
| Type                                  | FY 07-08      | FY 08-09      | FY 09-10      |
| Retail                                | \$ 12,929,826 | \$ 15,649,548 | \$ 12,953,076 |
| Industry                              | \$ 11,725,636 | \$ 14,733,264 | \$ 10,462,238 |
| Agriculture                           | \$ 2,866,490  | \$ 2,419,751  | \$ 2,205,132  |
| Total Sales                           | \$ 27,521,952 | \$ 32,802,563 | \$ 25,620,446 |

# Prison Enterprises

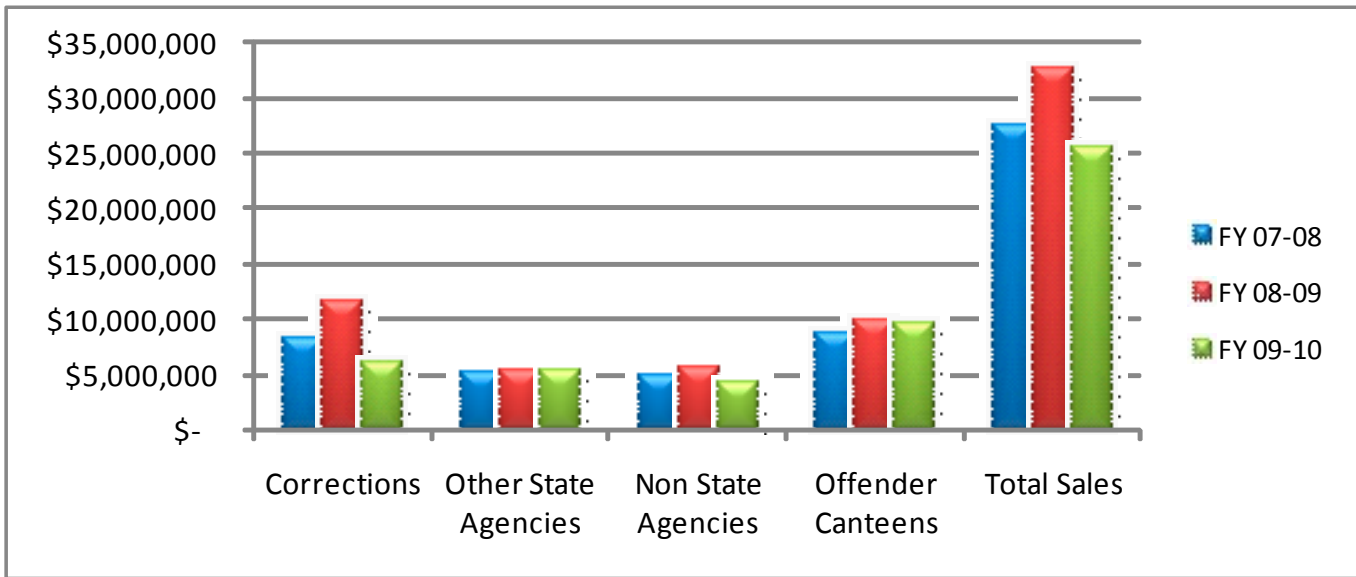
*Note: FY 08/09 sales were significantly greater than other years shown due to additional orders received as a result of Hurricanes Gustav and Ike in 2008 and the Department receiving Treasury "seed" money prior to the end of the fiscal year in lieu of eventual FEMA reimbursements.*

| <b>PRISON ENTERPRISES SALES<br/>BY CUSTOMER TYPE</b> |              |               |              |
|--|--------------|---------------|--------------|
| Type   | FY 07-08     | FY 08-09      | FY 09-10     |
| Corrections  | \$ 8,349,796 | \$ 11,636,373 | \$ 6,072,815 |
| Other State Agencies                                 | \$ 5,327,755 | \$ 5,456,827  | \$ 5,508,666 |
| Non State Agencies                                   | \$ 4,952,567 | \$ 5,691,342  | \$ 4,310,404 |
| Offender Canteens                                    | \$ 8,893,829 | \$ 10,018,021 | \$ 9,728,561 |





# Prison Enterprises



| FY 2009-2010 INDUSTRY OPERATIONS                 |                     |                      |
|--|---------------------|----------------------|
| Mattress, Broom & Mop Factory                    | # of Key Items Sold | Total Value of Sales |
| Mattresses                                       | 13,179              |                      |
| Brooms & Mops                                    | 14,172              |                      |
| Pillow   | 4,072               |                      |
| <i>Total Sales</i>                               |                     | \$983,072            |
| <b>Metal Fabrication</b>                         |                     |                      |
| Beds   | 729                 |                      |
| Lockers  | 1,104               |                      |
| <i>Total Sales</i>                               |                     | \$604,334            |
| <b>Soap Plant</b>                                |                     |                      |
| Liquid Laundry Detergent                         | 19,855              |                      |
| Deodorant Bar Soap                               | 810,000             |                      |
| Floor Wax  | 8,806               |                      |
| Liquid Bleach                                    | 55,066              |                      |
| <i>Total Sales</i>                               |                     | \$923,061            |
| <b>Furniture Manufacturing &amp; Restoration</b> |                     |                      |
| Chairs   | 175                 |                      |
| Desks, Hutches, Bookcases & Credenzas            | 206                 |                      |
| Tables   | 231                 |                      |
| <i>Total Sales</i>                               |                     | \$698,657            |

## Prison Enterprises-Recidivism Chart

### DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS

#### RECIDIVISM IN ADULT CORRECTIONS (PRISON ENTERPRISE)

June 30, 2010

**RECIDIVISM:** RETURN TO CUSTODY FOLLOWING CONVICTION FOR A NEW FELONY OR TECHNICAL REVOCATION OF SUPERVISION AFTER HAVING BEEN RELEASED FROM INCARCERATION THROUGH COMPLETED SENTENCE, RELEASED ON PAROLE, CONDITIONAL RELEASE, OR SPLIT PROBATION SENTENCE.

OFFENDERS RELEASED TO A DETAINER, DECEASED, OR TRANSFERRED TO ANOTHER JURISDICTION ARE NOT INCLUDED.

AN OFFENDER MAY BE RELEASED MULTIPLE TIMES BUT IS ONLY COUNTED ONCE PER RELEASE YEAR.

OFFENDERS ARE ONLY TRACKED FOR A PERIOD OF 60 MONTHS FROM DATE OF RELEASE.

| RELEASE YR.:     | 2004  | 2005  | 2006  | 2007  | 2008  | 2009 | 2010 |
|------------------|-------|-------|-------|-------|-------|------|------|
| NO. RELEASED:    | 75    | 90    | 104   | 99    | 106   | 102  | 55   |
| FOLLOW-THRU:     | 2009  | 2010  | 2010  | 2010  | 2010  | 2010 | 2010 |
| NUMBER RETURNED: | 30    | 19    | 32    | 21    | 19    | 10   | 2    |
| RECIDIVISM RATE: | 40.0% | 21.1% | 30.8% | 21.2% | 17.9% | 9.8% | 3.6% |

OFFENDERS RELEASED WHO WORKED FOR AT LEAST 9 MONTHS PRIOR TO RELEASE WITH PRISON ENTERPRISE .

# Prison Enterprises

## Offenders Employed by Prison Enterprises-June 2010

### \*Per the Dictionary of Occupational Job Titles

|  |              |                                    |            |
|--|--------------|------------------------------------|------------|
| Ag Equipment Operator 1  | 1            | Machine Feeder 3                   | 1          |
| Ag Equipment Operator 2  | 4            | Machinery Maintenance 1            | 4          |
| Ag Equipment Operator 3  | 20           | Machinery Maintenance 3            | 3          |
| Auto Service Tech/Mechanic 1   | 1            | Material Presser 1                 | 21         |
| Auto Service Tech/Mechanic 3   | 9            | Material Presser 3                 | 2          |
| Bindery Machine Operator 3   | 4            | Maximum Custody Field Line         | 5          |
| Butcher 1  | 3            | Medium Custody Field Line          | 24         |
| Butcher 2  | 4            | Metal/Plastic Machine Operator 1   | 3          |
| Cafeteria Attendant  | 4            | Metal/Plastic Machine Operator 2   | 1          |
| Chemical Equip Operator 1  | 1            | Metal/Plastic Machine Operator 3   | 4          |
| Chemical Equip Operator 3  | 3            | Metal/Plastic Worker 1             | 1          |
| Cook - Cafeteria 3   | 1            | Metal/Plastic Worker 3             | 1          |
| Craft Artist   | 1            | Mixing Machine Operator 1          | 2          |
| Dorm/Tier Representative   | 1            | Mixing Machine Operator 2          | 1          |
| Education/Train/Lib Worker 1   | 6            | Mixing Machine Operator 3          | 1          |
| Education/Train/Lib Worker 3   | 1            | Multiple Machine Operator 1        | 1          |
| Education  | 56           | Multiple Machine Operator 3        | 3          |
| Etcher/Engraver 3  | 1            | No Duty                            | 6          |
| Fabric Patternmaker 1  | 3            | Nursery Worker 1                   | 1          |
| Fabric Patternmaker 3  | 1            | Nursing Aide 1                     | 3          |
| Farm Animal Worker 1   | 7            | Paint Spray Machine Operator       | 8          |
| Farm Animal Worker 2   | 3            | Painter-Construction/Maintenance 1 | 1          |
| Farm Animal Worker 3   | 27           | Photo Process Worker 1             | 2          |
| Farm Worker/Greenhouse   | 2            | Photo Process Worker 3             | 5          |
| Farm Worker/Greenhouse 1   | 3            | Prepress Tech 1                    | 1          |
| File Clerk 1   | 11           | Printing Machine Operator 1        | 10         |
| File Clerk 2   | 1            | Printing Machine Operator 2        | 3          |
| File Clerk 3   | 21           | Printing Machine Operator 3        | 18         |
| Food Prep/Server 1   | 2            | Production Worker 1                | 12         |
| Food Prep/Server 2   | 1            | Production Worker 2                | 1          |
| Food Prep/Server 3   | 3            | Production Worker 3                | 54         |
| Forming Machine Operator 1   | 2            | Proofreader/Copy Maker 3           | 1          |
| General Maintenance/Repair 1   | 2            | Service Station Attendant 3        | 1          |
| General Maintenance/Repair 2   | 1            | Sewing Machine Operator 1          | 205        |
| General Maintenance/Repair 3   | 1            | Sewing Machine Operator 2          | 5          |
| Groundskeeper  | 11           | Sewing Machine Operator 3          | 56         |
| Groundskeeper 1  | 36           | Sheet Metal Worker 1               | 6          |
| Groundskeeper 2  | 1            | Stock Clerk                        | 6          |
| Groundskeeper 3  | 3            | Stock Clerk 1                      | 12         |
| Hand Cutter/Trimmer  | 17           | Stock Clerk 2                      | 4          |
| Hand Packer/Packager 1   | 4            | Stock Clerk 3                      | 18         |
| Hand Packer/Packager 2   | 1            | Tailor/Dressmaker 3                | 3          |
| Hand Packer/Packager 3   | 3            | Textile Cutting Operator 1         | 11         |
| Helper - Instit./Maint./Repair   | 2            | Textile Cutting Operator 2         | 1          |
| Helper - Production Worker   | 46           | Textile Cutting Operator 3         | 3          |
| Helper - Production Worker 1   | 18           | Tractor/Forklift Operator          | 2          |
| Helper - Production Worker 2   | 31           | Tractor - Trailer Operator 3       | 4          |
| Helper - Production Worker 3   | 4            | Textile Winder/Twister Operator    | 4          |
| Highway Maintenance Worker 1   | 3            | Unassigned                         | 39         |
| Information/Record Clerk 3   | 1            | Upholsterer 1                      | 2          |
| Janitor/Cleaner  | 12           | Upholsterer 3                      | 4          |
| Janitor/Cleaner 1  | 90           | Welder 1                           | 4          |
| Janitor/Cleaner 2  | 3            | Welder 2                           | 1          |
| Janitor/Cleaner 3  | 27           | Welder 3                           | 13         |
| Legal Support 3  | 1            | Woodworking Machine Operator       | 4          |
| Limited Duty Status  | 8            | Working Cell Block                 | 6          |
| <b>Total PE Offenders</b>  | <b>534</b>   |                                    | <b>618</b> |
|  | <b>1,152</b> |                                    |            |
| * In this report, 86 offenders held multiple job titles during the month resulting in this report being overstated by 88 job titles. Therefore, the net number of actual offender job titles is 1,064 for June 2010. |              |                                    |            |

# Procurement & Contractual Review



*Procurement &  
Contractual Review*  
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*Suzanne Sharp  
Procurement & Contractual*

## *The Procurement and Contractual Review Division (PROC RD)*

The Procurement and Contractual Review Division (PROC RD) is the central office with responsibility obtaining all services, supplies and equipment required to safely and efficiently operate all units of the Department. Other areas handled by PROC RD include property management, risk management, and fleet management.

The Contractual Review office assists field units with processing of all personal, professional, consulting and social services contracts in accordance with the Louisiana Administrative Code. In keeping with Governor Jindal's policy on transparency, a listing of all current contracts with the Department is posted on the Department's web site, <http://www.doc.louisiana.gov/files/misc/DPS&C-Corrections-Services-Contracts.pdf>. All requests for proposals are also posted on the web site. Contractual Review is the office of record for nearly 300 contracts, interagency agreements and leases with an annual value \$73,000,000.00.

PROC RD serves as the liaison with the Louisiana Office of Risk Management for securing insurance coverage and processing of all claims for losses experienced at all units of the Department.

PROC RD is also responsible for administration of the property control system for the Department as required by the Louisiana Property Assistance Agency. This includes training of all field units and providing the necessary technical expertise to insure that the proper procedures are followed in terms of accounting for and reporting of all moveable property assigned to the Department, currently in excess of \$60 million.

PROC RD has continuing responsibility for filing claims with the Federal Emergency Management Agency (FEMA) during declared disasters. PROC RD staff work with FEMA and the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) personnel in providing documentation necessary for reimbursement of expenditures for materials, equipment and labor costs. Disasters currently being processed by PROC RD include the north Louisiana flooding and Hurricanes Gustav and Ike.

# Staff Development & Training

## Staff Development and Training

The Department recognizes that staff training is critical to its public safety mission and is vital to individual and agency success.

The Department's emphasis on training and staff development includes successfully establishing an agreement with the University of Phoenix providing college credit to qualifying staff for having completed the Department's Correctional Security Officer Training Academy.

Training and Staff Development is pursuing the establishment of a similar program through the Louisiana Community and Technical College System in an effort to promote advanced education and ongoing professional development of all correctional staff.

Faced with shrinking monetary resources for training, the Department has begun to explore alternative training methods. Alternative training and development delivery strategies using synchronous and asynchronous network and web based training, as well as live video conferencing, was implemented to maintain training standards and to reduce cost. Savings are realized by real-time responsiveness, minimizing travel, and saving time.

As training is essential due to the constant evolving methodology facing the incarceration of offenders, during FY 09-2010, the Department continued the development of a standardized core curriculum for institutional staff to insure training is aligned with strategic priorities of the Department.

Training and education promote a safer environment for all involved. During the FY 09-2010, staff participated in 398,486 contact hours of training for an average of 67 hours per staff member.

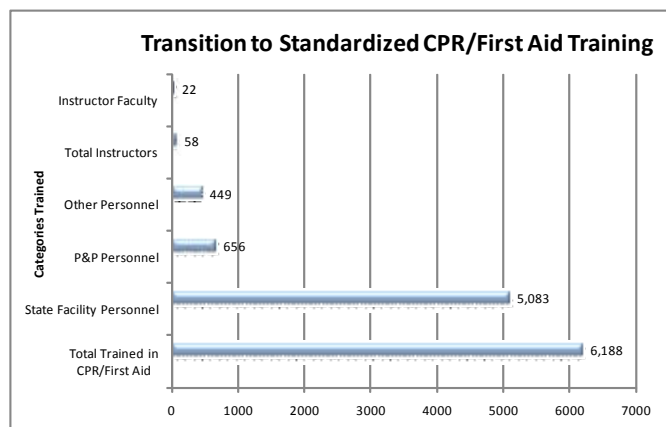
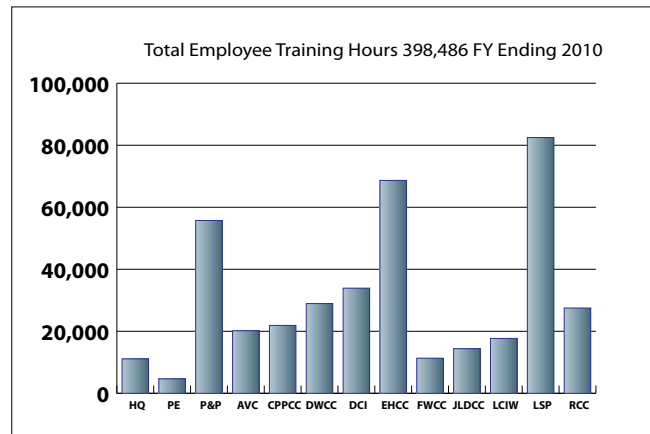
Each unit of the Department has a written training plan that includes all pre-service, in-service, and specialized training curricula. Training is responsive to position requirements, current correctional issues, as well as facility specific (physical characteristics, specific offender populations, etc.) issues.

The Department standardized its emergency cardiac care staff training in cardiopulmonary resuscitation (CPR) and emergency first aid through the American Heart Association (AHA). By transitioning to one qualified provider and establishing one of its facilities as an AHA Training Center



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the Department saved nearly \$50,000 in a 24 month period for this one initiative.





# *Outreach Activities*



*Louisiana Department of Public Safety & Corrections  
Annual Report 2009-2010  
[www.doc.louisiana.gov](http://www.doc.louisiana.gov)*

# Outreach Activities

## *Children's Initiatives*

Every unit of the Department is involved in program initiatives that focus on parenting skills training, character building, and well-child care. The Children's Initiatives Program and Services are designed to help produce a new generation of healthy, nourished, nurtured children who will be far less likely as they mature to be victims of or perpetrate violence, drop out of school, or use drugs – all of which are high factors for subsequent criminality. Each facility provides for positive adult and youth interaction during family visitation; collaborates and partners with organizations that provide mentoring to children of incarcerated parents; and conducts community outreach activities that include a focus on the health and productive development of children. Just a few highlights of children's initiatives activities over the past year:

## *The 100 Black Men of Baton Rouge Organization*

The 100 Black Men of Baton Rouge organization approached the Department for assistance in their outreach to local school children. Dixon Correctional Institute, Louisiana State Penitentiary, and the Louisiana Correctional Institute for Women worked with 100 Black Men on a video project that will be used throughout the East Baton Rouge Parish school system to deter young men and women from a life of violence.

- Staff at EHCC supported the East Iberville Headstart Program at Halloween and Easter, Toys for Tots program, and Iberville Parish Safety Town.
- Staff at LCIW purchased gifts for 60 students at the Louisiana School for the Visually impaired and gave these gifts to the students at the annual Christmas program.
- Staff at LCIW donated over \$1,800 to the Healing Place Church Haiti ministry for relief for those affected by the Haiti earthquake.
- Through the Phelps Correctional Center Children's Initiatives Program with two local elementary schools, PCC gave out over 10,000 books to visitors of offenders.
- PCC obtained equipment to create their own Reading With Dad program. A similar program was in place at PCC made available through grant funds. PCC now video tapes dads reading to their children who are not

able to visit. The book and the tape is then sent to the children so that the children can see and hear their dad any time they wish.

- In the spring of 2009, offender organizations from DPS&C facilities donated \$3,500 to GRACE Camp. The monetary donations sponsored 14 children of incarcerated parents to attend summer camp.

## *Women and Men With Vision*

When the offenders at Louisiana Correctional Institute for Women learned of the plight of 4 year old Trinity Schiley, they jumped into action. The young girl was in need of a very expensive eye surgery which could possibly result in her being able to see for the very first time. The revolutionary surgical procedure was available only in China. Offender organizations at LCIW donated \$5,000 to kick off the prison's fund raising effort. After several fund raising events in which offenders and staff participated, the 4 year old girl and her mother were invited to LCIW. They were presented with a check for over \$13,000, the amount that was lacking from the total amount needed to perform the surgery! Offenders at Louisiana State Penitentiary raised \$5,000 for Trinity's trip to China.

## *Special Olympics Plane Pull*

In September, members from Avoyelles, Forcht Wade, Rayburn, Phelps, J. Levy Dabadie, Elayn Hunt Correctional Centers and Louisiana State Penitentiary participated in an annual event of pulling a FedEx Express plan for the purpose of raising money for special Olympics. The competition involved pulling the plane a distance of 12 feet in the shortest amount of time. The DOC team won 3rd place! The Opelousas City Police Department came away with 1st place and the Louisiana State Police team took 2nd place.

## *United Way*

During the 2009 fund raising activities for the United Way organization, DOC employees donated/raised over \$100,000 for United Way agencies in Louisiana.

# Outreach Activities

## *Assistance to Local Law Enforcement*

The statewide Tactical Unit and various institution Tactical and Chase Teams continued to provide assistance to local law enforcement across the state.

Assistance included crowd control, searches for narcotics and other contraband, searches for fugitives, escapees, lost or missing persons, serving bench warrants, training opportunities, etc.

- Conducted search and drug testing of offenders and their living areas at various Detention Center
- Provided crowd control, community policing and security enhancement at Mardi Gras activities throughout the state
- Provided instruction to La. Department of Wildlife and Fisheries Enforcement Agents on visual tracking
- Provided training to Iberia Parish and Lafayette Parish Sheriffs' Offices in man-tracking
- Provided various types of assistance to Livonia Police Department, West Feliciana Sheriff's Office, Woodville, MS Police Department, Amite County, MS Police Department, Wilkinson County, MS Sheriff's Department, St. Landry Parish Sheriff's Office, Centreville, MS Police Department, Tensas Parish Sheriff's Office, Allen Parish Sheriff's Office, St. Mary Parish Sheriff's Office, East Feliciana Parish Sheriff's Office, Claiborne Parish Sheriff's Office, and numerous others.
- Provided security for Pardon Board hearings
- Conducted narcotics searches of various schools, jails, half-way houses

## *Offender Outreach Activities*

Offenders are also encouraged to provide community service as a facet of restorative justice. Offender organizations at all facilities are actively involved in community activities that promote the offender's moral rehabilitation and service to the community. Offender outreach activities include activities such as those listed below:

- Monetary donations to non-profit organizations (i.e., St. Jude's Children's Hospital, Cancer Center, Children's Fire Prevention Program, Arkansas

Children's Hospital, Haiti victims, Vietnam Veteran's Scholarship Fund, Council on Aging

- Assisting area schools with simple maintenance projects, painting backdrops for special events,
- Donating hand-made crafts to various faith-based or other non-profit organizations
- Monetary donations to sponsor children of incarcerated parents to Life Camp in Schroom Lake, New York.
- Donating hand-crafted toys and bikes to underprivileged children
- Speaking to high school children about making the right choices during school group tours of prison facilities
- Donating candy for distribution at visitation during Easter and Halloween

# *Charts and Profiles*



*Louisiana Department of Public Safety & Corrections*  
*Annual Report 2009-2010*  
[www.doc.louisiana.gov](http://www.doc.louisiana.gov)

# Time Line of the Organization

| YEAR<br>OPENED | FACILITY  | ACRONYM | CAPACITY   |
|----------------|---|---------|------------|
|                |   |         | 06/30/2010 |
| 1835           | Louisiana State Penitentiary-Baton Rouge <sup>1</sup> |         |            |
| 1901           | Louisiana State Penitentiary-Angola                   | LSP     | 5149       |
| 1958           | C. Paul Phelps Correctional Center <sup>2</sup>       | PCC     | 942        |
| 1973           | LA Correctional Institute for Women                   | LCIW    | 1098       |
| 1976           | Dixon Correctional Institute                          | DCI     | 1586       |
| 1978           | J. Levy Dabadie Correctional Center                   | JLDCC   | 580        |
| 1979           | Elayn Hunt Correctional Center                        | EHCC    | 2137       |
| 1980           | David Wade Correctional Center                        | DWCC    | 1188       |
| 1983           | B.B. Rayburn Correctional Center                      | RCC     | 1156       |
| 1989           | Avoyelles Correctional Center                         | AVC     | 1564       |
| 1990           | Allen Correctional Center <sup>3</sup>                | ALN     | 1461       |
| 1990           | Winn Correctional Center <sup>3</sup>                 | WNC     | 1461       |
| 1996           | Forcht-Wade Correctional Center                       | FWCC    | 498        |
| 2004           | Steve Hoyle Rehabilitation Center <sup>4</sup>        | SHRC    | 0          |

1 Louisiana State Penitentiary moved from Baton Rouge to Angola in 1901.

2 Created by legislative act in 1958 as a branch of the Louisiana State Penitentiary for males 12 years and over in 1978 the Louisiana legislature ended the transfer of minors to this facility.

3 Private managed facility.

4 Converted July 2009 to Louisiana Transition Center for Women operated by the Sheriff of Madison Parish.



# ACA Accreditation Scores

*Accreditation offers the opportunity for institutions to evaluate their operations against national standards, remedy deficiencies, and upgrade the quality of programs and services. Some of the recognized benefits from such a process include improved management, a defense against lawsuits through documentation, increased accountability and enhanced public credibility, and a safer and more humane environment for staff and offenders. In order to be accredited, an agency must comply with 100% of all mandatory standards and 90% of all non-mandatory standards. The scores below reflect percentage scored on non-mandatory standards as of May 2010.*

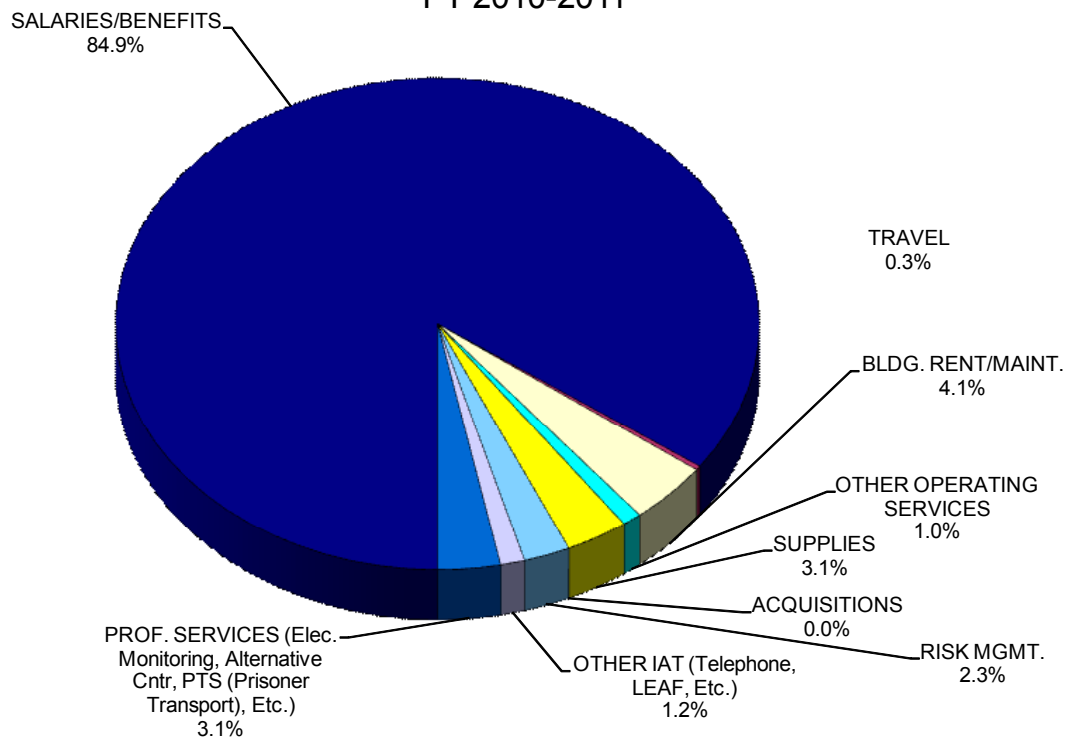
| Institution                             | Audit Score and Audit Date |          | Final Score and Panel Hearing Date |      | Next Anticipated Audit Date |
|---|----------------------------|----------|------------------------------------|------|-----------------------------|
| <b>ALC</b>                              | 99.3%                      | 9/12/07  | 99.3%                              | 1/08 | 09/10                       |
| <b>AVC</b>                              | 99.5%                      | 9/28/07  | 99.5%                              | 1/08 | 09/10                       |
| <b>DCI</b>                              | 99.1%                      | 3/19/08  | 99.3%                              | 8/08 | Spring 2011                 |
| <b>DWCC / FWCC</b>                      | 98.7%                      | 4/29/10  | Panel Hearing                      | 8/10 | Spring 2013                 |
| <b>EHCC</b>                             | 99.3%                      | 10/15/08 | 99.3%                              | 1/09 | Fall 2011                   |
| <b>LCIW</b>                             | 98.8%                      | 6/04/08  | 98.8%                              | 8/08 | Fall 2011                   |
| <b>LSP<br/>LSP Training<br/>Academy</b> | 99.1%                      | 9/12/07  | 99.1%                              | 1/08 | 09/10                       |
|   | 100%                       | 9/14/07  | 100%                               | 1/08 | 09/10                       |
| <b>PCC</b>                              | 99.5%                      | 10/15/08 | 99.5                               | 1/09 | Fall 2011                   |
| <b>RCC</b>                              | 98.2%                      | 5/1/08   | 98.3%                              | 8/08 | Spring 2011                 |
| <b>WNC</b>                              | 98.86                      | 5/13/09  | 99.3%                              | 8/09 | Spring 2012                 |
| <b>DCC</b>                              | 100%                       | 9/26/07  | 100%                               | 1/08 | 09/10                       |
| <b>Central Office</b>                   | 100%                       | 10/1/07  | 100%                               | 1/08 | 10/10                       |
| <b>P&amp;P - Adult</b>                  | 100%                       | 5/6/09   | 100%                               | 8/09 | Spring 2012                 |
| <b>Prison Enterprises</b>               | 100%                       | 5/8/07   | 100%                               | 8/07 | 10/10                       |

*Accreditation is granted for a three year period. During this time, ACA requires that accredited agencies submit annual certification statements confirming continued standards compliance at levels necessary for accreditation. To maintain accreditation status, application must be made nine months prior to the anniversary of accreditation. Agencies seeking reaccreditation must again satisfy the criteria.*

# Probation & Parole Budget

## DPS&C - CORRECTIONS SERVICES

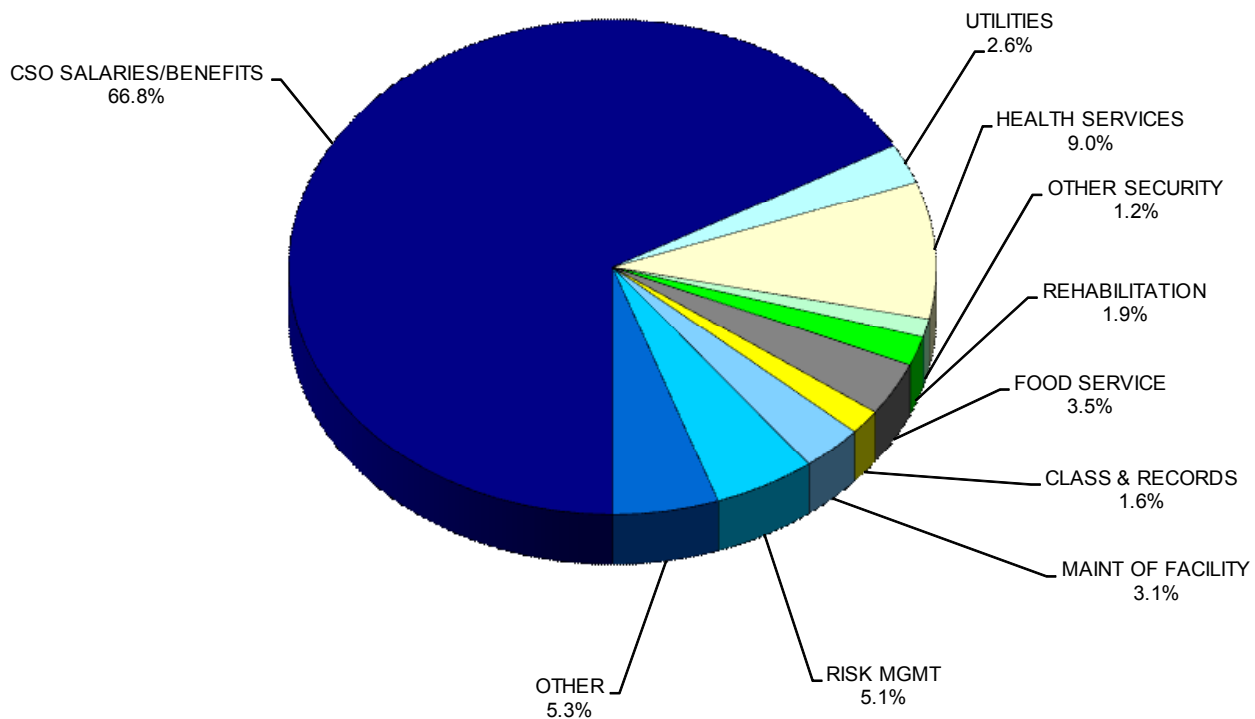
BREAKDOWN OF BUDGETED COSTS FOR ADULT PROBATION  
AND PAROLE PER ACT 11  
FY 2010-2011



# Typical Adult Institution Budget

## DPS&C - CORRECTIONS SERVICES

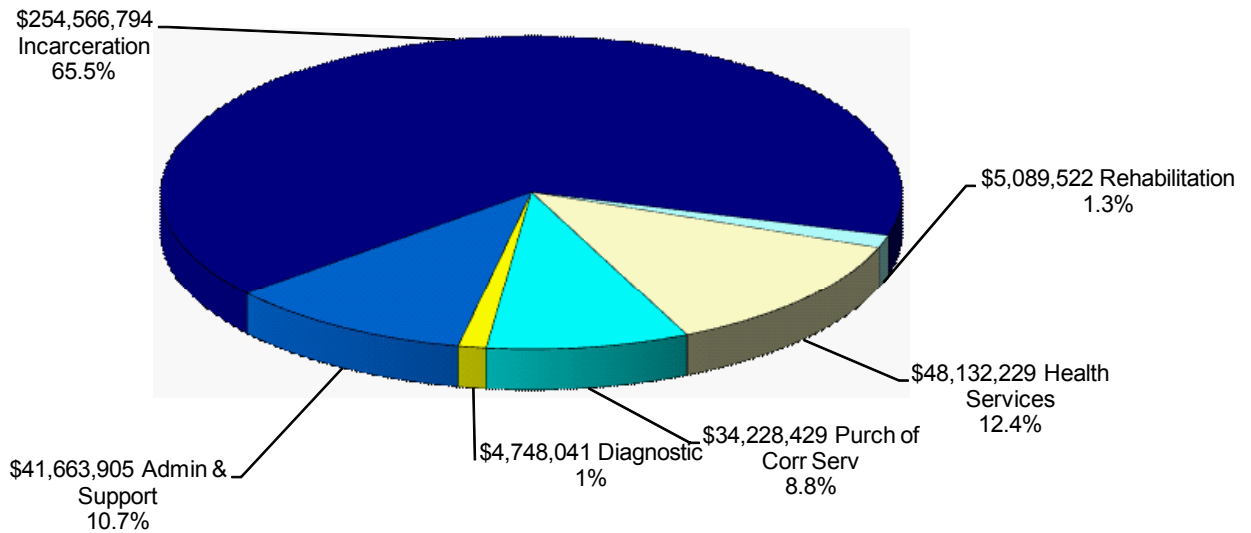
BREAKDOWN OF BUDGETED COSTS FOR TYPICAL  
ADULT CORRECTIONAL INSTITUTION PER ACT 11  
FY 2010-2011



# Adult Institution Budget By Activity

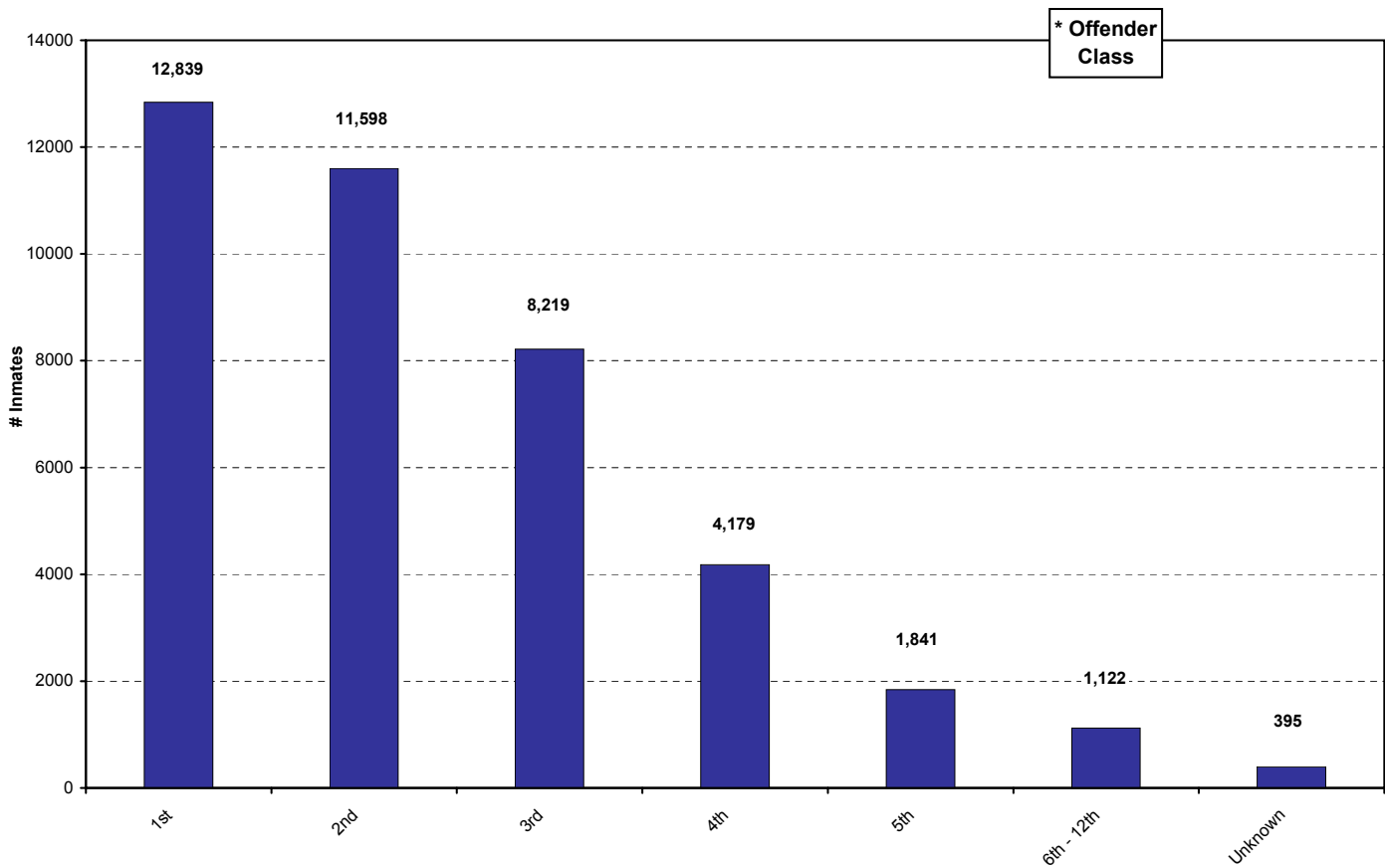
## DPS&C - CORRECTIONS SERVICES

ADULT INSTITUTIONS FY 2010-2011  
BUDGETS BY ACTIVITY  
PER ACT 11



**TOTAL \$388,428,920**  
**Excludes Canteens**

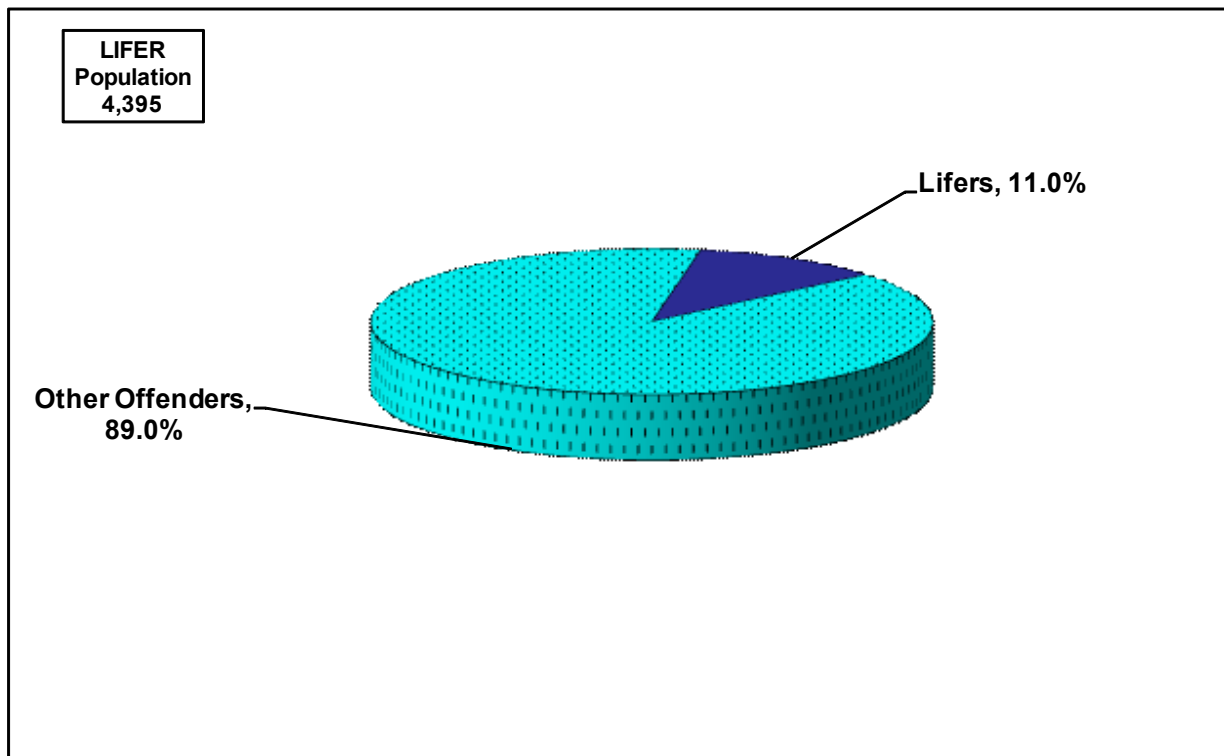
# Offender Class Profile



\* Offender class is the number of sequential felonies committed for which an offender has been convicted

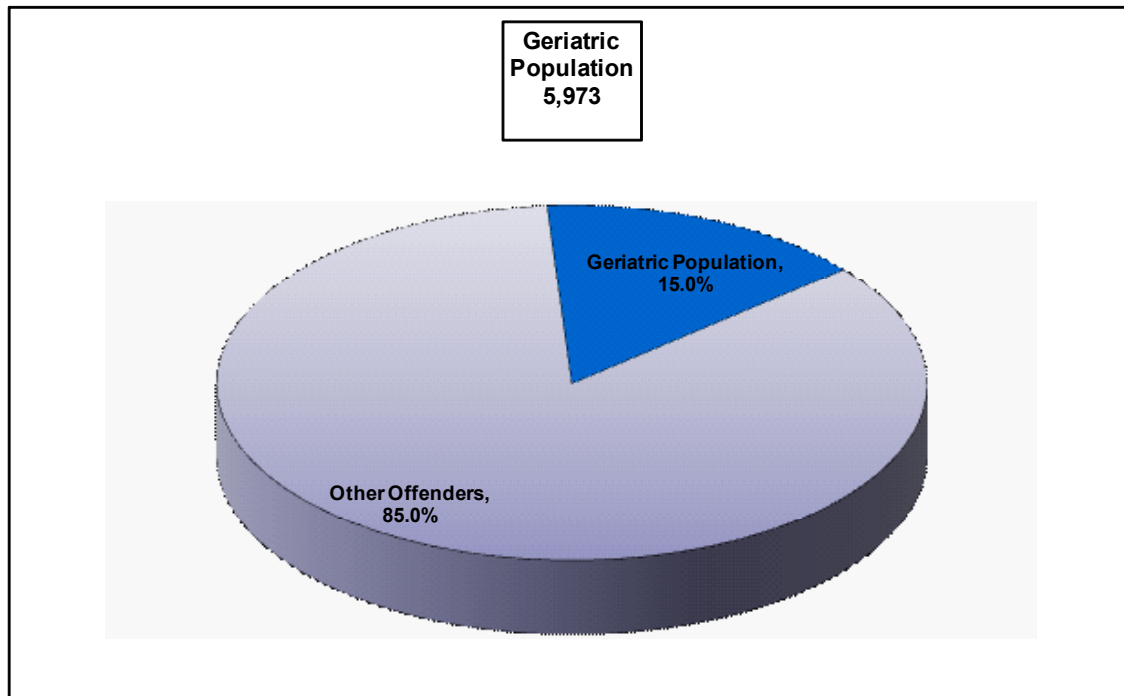


# Life Sentence Profile

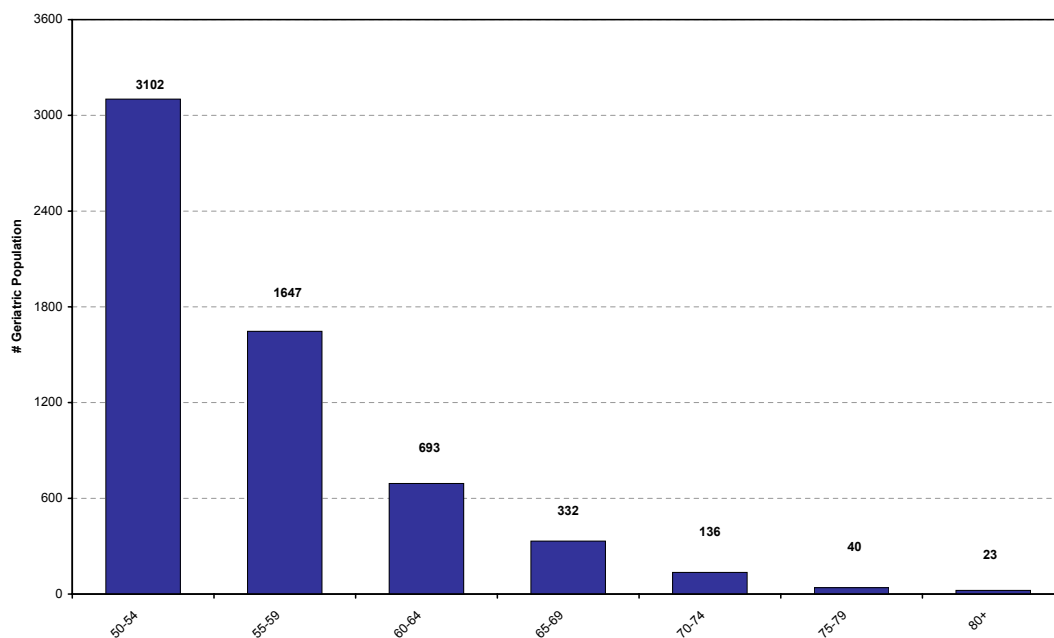


| <i>Most Serious Commitment Crime</i>  | <i>Percent</i> | <i>Avg Time Served</i> | <i>Percent of Population</i> |
|---------------------------------------|----------------|------------------------|------------------------------|
| <i>Violent Crimes</i>                 | 93.3           | <i>0-5</i>             | 16.7                         |
| <i>Drug Crimes</i>                    | 4.3            | <i>6-10</i>            | 17.0                         |
| <i>Property Crimes</i>                | 1.4            | <i>11-15</i>           | 22.0                         |
| <i>All Other Crimes</i>               | 1.0            | <i>16 - 20</i>         | 13.2                         |
|                                       |                | <i>21 +</i>            | 31.0                         |
|                                       |                | <i>Unknown</i>         | 0.1                          |
| <i>Average time served: 12.9 yrs.</i> |                |                        |                              |

# Geriatric Population Profile

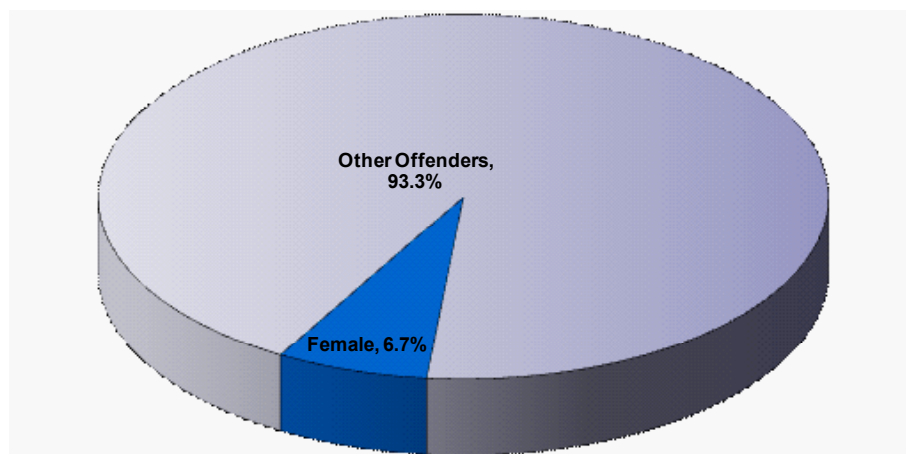


Presently there are 5,973 adult offenders in the custody of the state correctional system who fall within the age range of 50+years (inclusive).

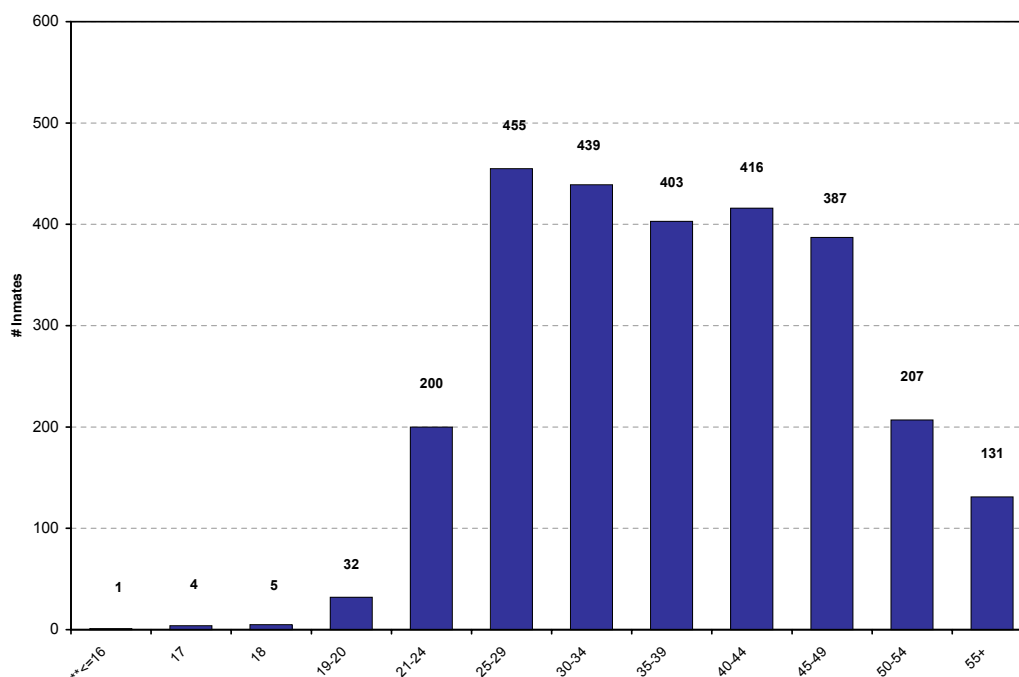


# Female Population Profile

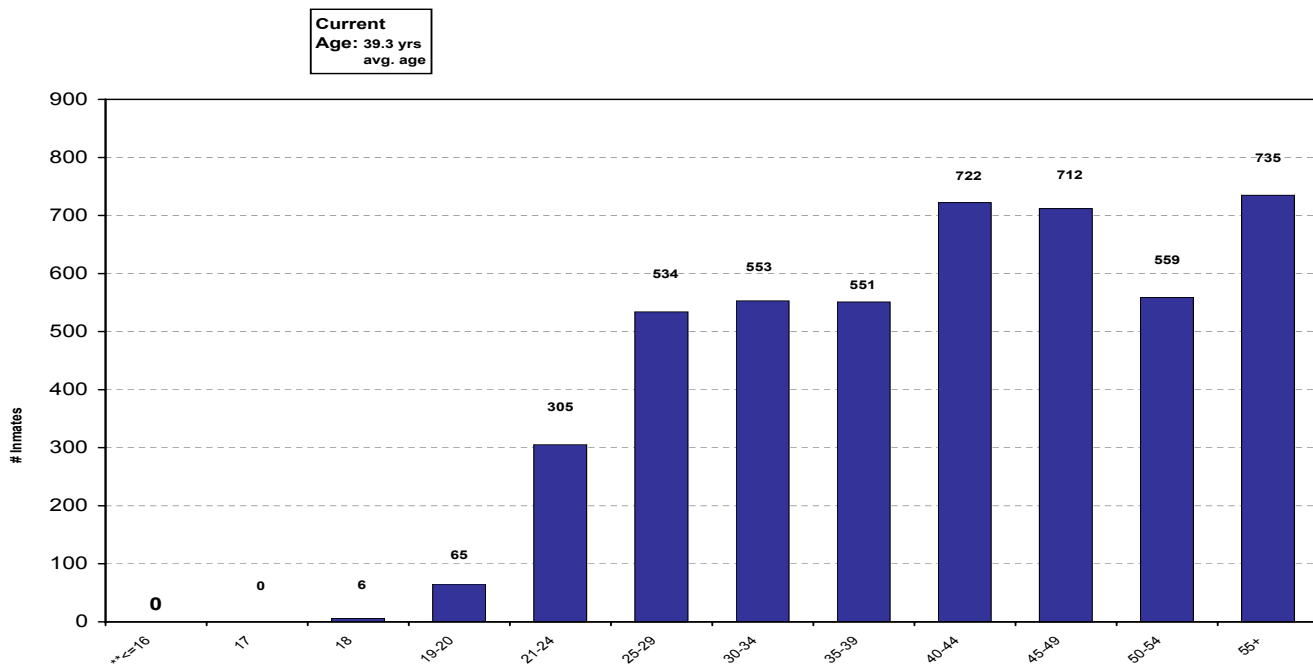
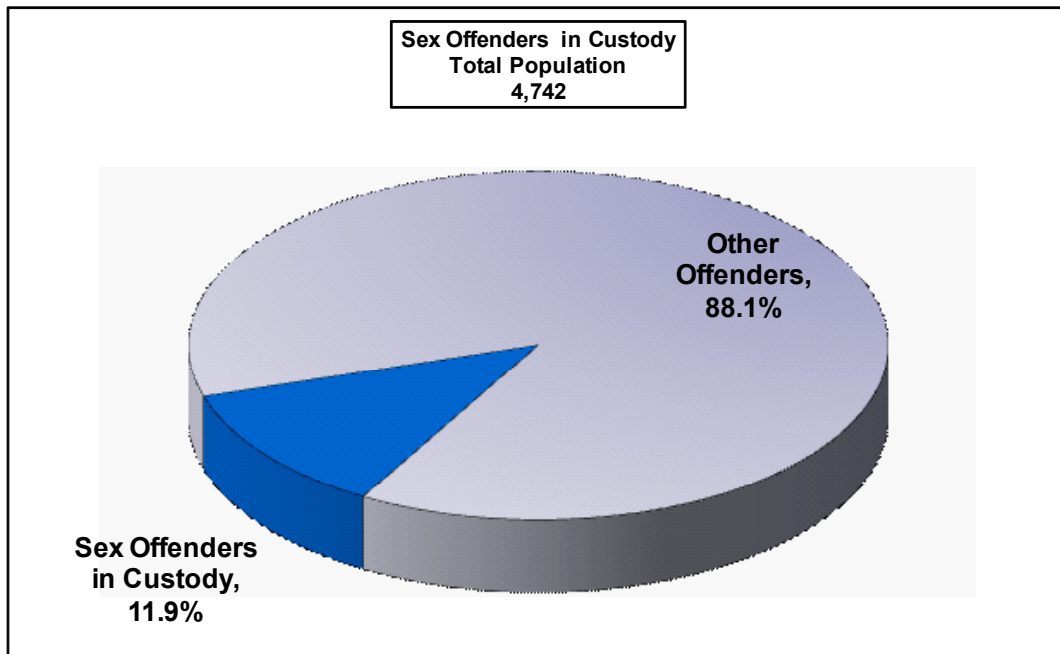
Female  
Population:  
2,680



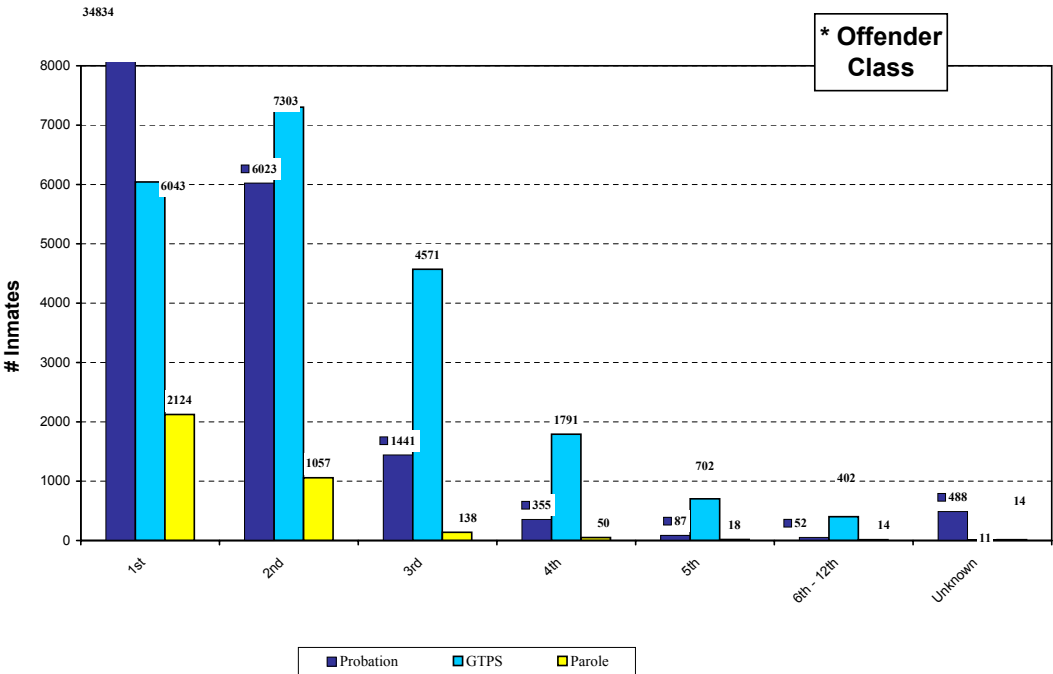
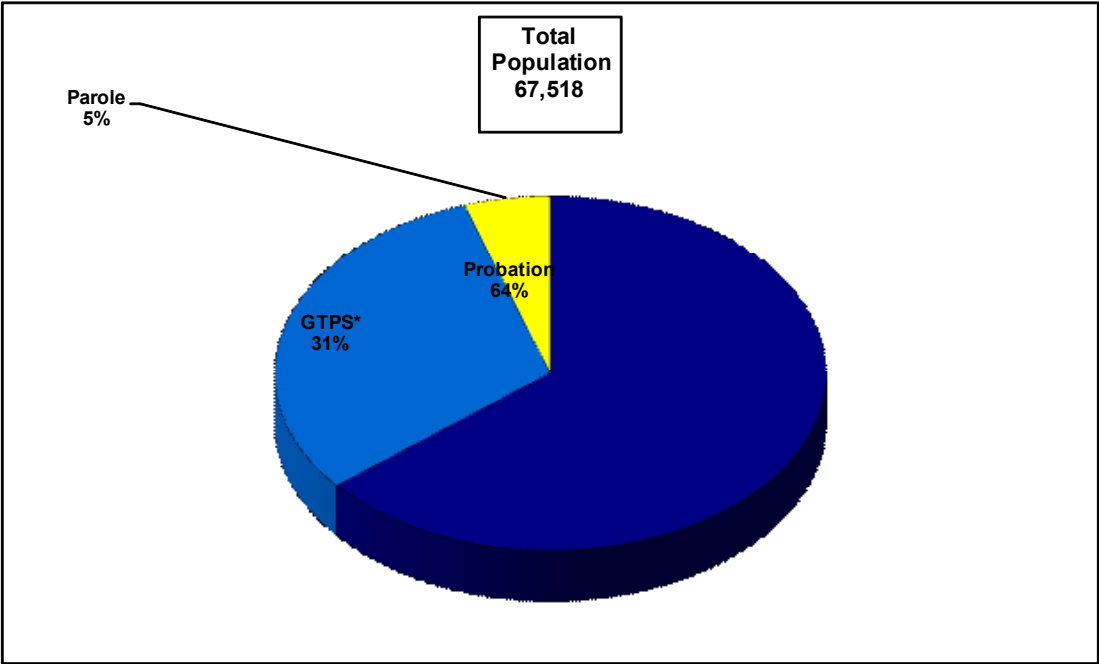
Current  
Age: 35.5 yrs  
avg. age



# Sex Offender Profile



# Probation & Parole Population





# Recidivism In Adult Corrections

## DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS

### RECIDIVISM IN ADULT CORRECTIONS (TOTAL POPULATION)

September 30, 2010

**RECIDIVISM:** RETURN TO CUSTODY FOLLOWING CONVICTION FOR A NEW FELONY OR TECHNICAL REVOCATION OF SUPERVISION AFTER HAVING BEEN RELEASED FROM INCARCERATION THROUGH COMPLETED SENTENCE, RELEASED ON PAROLE, CONDITIONAL RELEASE, OR SPLIT PROBATION SENTENCE.

OFFENDERS RELEASED TO A DETAINER, RELEASED IN ERROR, DECEASED, OR TRANSFERRED TO ANOTHER JURISDICTION ARE NOT INCLUDED.

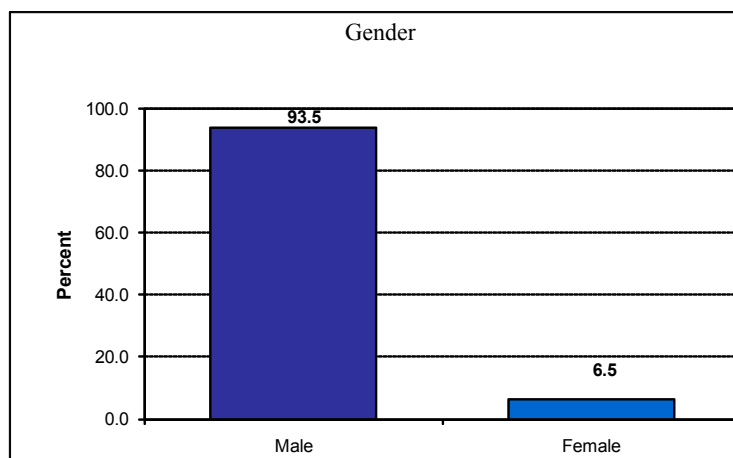
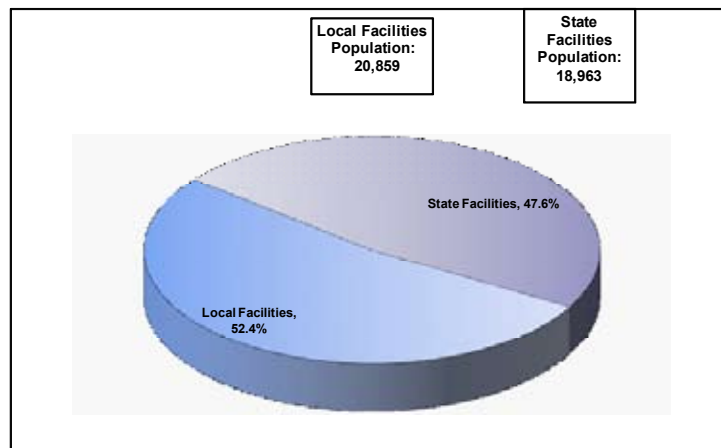
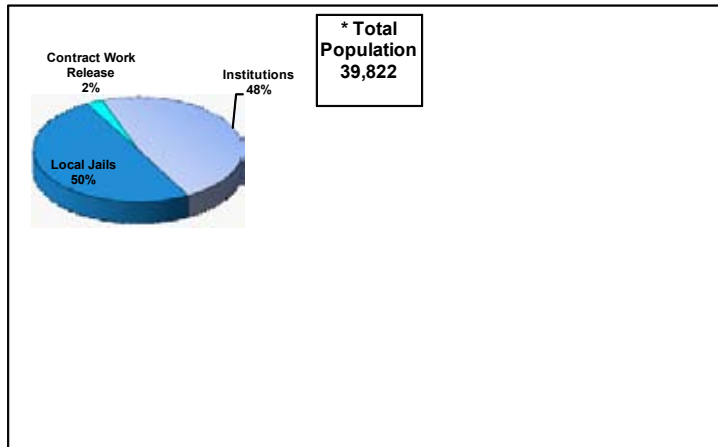
AN OFFENDER MAY BE RELEASED MULTIPLE TIMES BUT IS ONLY COUNTED ONCE PER RELEASE YEAR.

OFFENDERS ARE TRACKED FOR A PERIOD OF 60 MONTHS FROM DATE OF RELEASE.

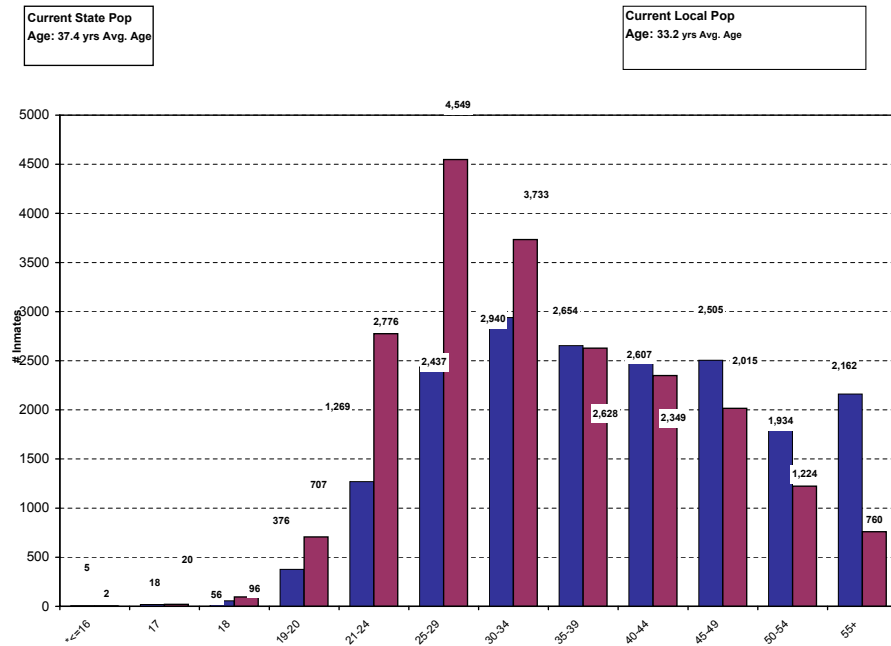
|                  |        |        |        |        |        |        |
|------------------|--------|--------|--------|--------|--------|--------|
| RELEASE YR.:     | 2004   | 2005   | 2006   | 2007   | 2008   | 2009   |
| NO. RELEASED:    | 13,392 | 13,234 | 12,791 | 12,437 | 12,609 | 12,729 |
| FOLLOW-THRU:     | 2009   | 2010   | 2010   | 2010   | 2010   | 2010   |
| NUMBER RETURNED: | 6,643  | 6,488  | 5,772  | 4,977  | 4,005  | 2,391  |
| RECIDIVISM RATE: | 49.6%  | 49.0%  | 45.1%  | 40.0%  | 31.8%  | 18.8%  |

STATE OFFENDERS RELEASED FROM ADULT FACILITIES, LOCAL JAIL FACILITIES, AND WORK RELEASE CENTERS.

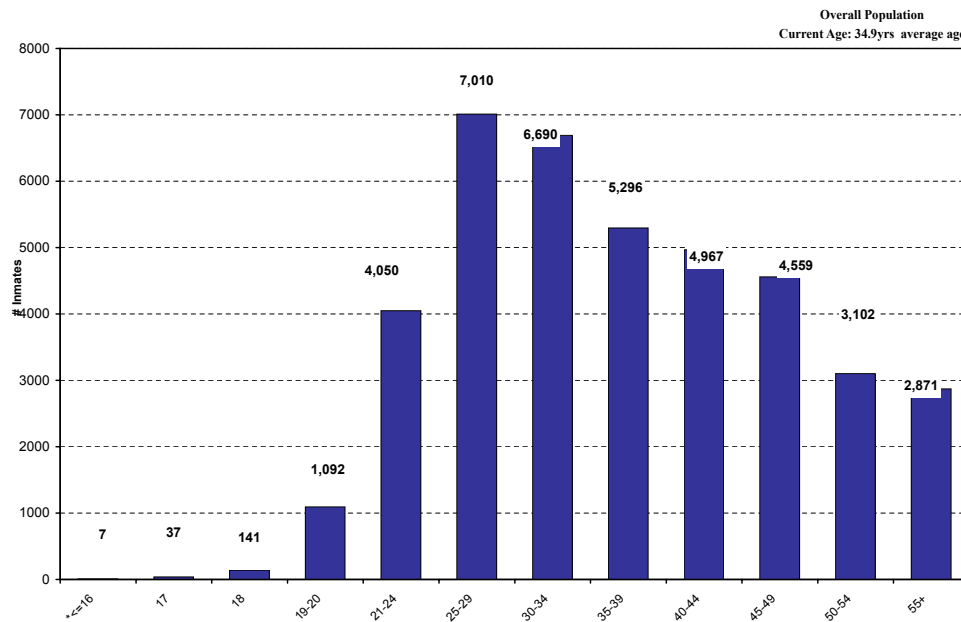
# State Offender Population



# State Offender Population



In the chart above, all blue columns represent state facilities, all red columns represent local facilities





*Louisiana Department of Public Safety & Corrections*  
*Annual Report 2009-2010*  
*[www.doc.louisiana.gov](http://www.doc.louisiana.gov)*